GUIDE TO BPS CERTIFICATION for International Applicants

Meet Eligibility Requirements

1. Apply & Pay
   a. BPS offers 2 examination windows per year. Review the Upcoming Deadlines.
   b. Applicants submit their application on MyBPS. (New applicants must create a profile/existing certificants must log-in using their existing profile.) Review the Candidate’s Guide and Helpful Tips for International Candidates Guide for more information.
   c. Submit your Employer Verification Letter.

2. Score
   a. 500 or Greater = Congratulations on Your BPS Board Certification!
      i. You will automatically receive a certificate and BPS digital badge.
   b. Under 500 = Not a Passing Score
      i. May apply to retake exam within 1 year of the original test at a reduced rate.

3. Submit Education Documentation
   a. Once you have submitted your application, please complete the Graduation Documentation Submission Form, send it to your University to request a copy of your University transcripts or have the graduation certificate sent directly to BPS.

4. Schedule
   a. If your application is approved, you will receive an “authorization to test (ATT)” email from BPS.

5. Prepare
   a. Review the Content Outline by specialty. There are multiple organizations that offer Exam Preparation materials.
   b. Please note, all measures from laboratory test results are expressed in traditional U.S. units. A conversion chart will NOT be offered as part of the examination. A reference table of normal lab values is NOT provided. Candidates should take this into consideration when preparing for the exam.

6. Take the exam
   a. Part 1 (100 multiple choice items): 2 hours, 30 minutes
   b. + optional break (up to 30 minutes)
   c. Part 2 (75 multiple choice items): 1 hour, 53-minute testing period

7. Results
   a. Candidates will receive their score reports approximately 60 days after the test administration window closes by logging into their MyBPS account.

8. Employers
   a. Review the Eligibility Requirements by specialty including experience and licensure.

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