

Arkansas Business & Law Test (Instructions)

The test is given by an independent testing company (P.S.I). If you have questions about the test or need more information beyond what is furnished here please call them at 855-257-1620.

Examination Fee: \$84.00

Examination fees are not refundable or transferable

Registration Instructions:

By Phone: P.S.I. at 1-855-257-1620
Payment methods: VISA, Mastercard, American Express or Discover
Schedule the following: **Arkansas Contractor Business and Law Exam**

Registering Online: <https://test-takers.psiexams.com/arconst>

Follow these instructions:

1. Go to the above website.
2. Click on Tests
3. You will be asked to select the examination.
 - a. Select the following: **AR Business and Law Examination (Onsite -Test Center)**
 - b. Click on Login/Register
 - c. Click on Create Account if you need to register, otherwise sign in if you are already registered.
 - d. After registered, click on Login.
**Make sure when registering you use the EXACT information you will have on your photo ID the day of taking your test.
 - e. Click on Continue Booking
 - f. Enter all required information and click NEXT
 - g. Enter information to find your nearest test center and click Find
 - h. Click on the testing facility you wish to test at
 - i. Click Date & time you wish to test and click NEXT
 - j. Enter payment information and click continue
3. Testing is held Monday - Saturday at most sites. Hours are determined at each site.
4. The test is open book, multiple choice, and 50 questions, with a 2-hour time limit.
5. You can order the book by calling the publisher directly at (623) 587-9519.
Order the following:
Arkansas Contractors Guide to Business, Law and Project Management
6. You may highlight, underline, annotate, and or tab with permanent tabs prior to the exam session. However, reference material may not be written in during the exam session.
7. Permanent tabs are permitted.
(Permanent tabs are defined as tabs that would tear the page if removed)
8. Temporary tabs are NOT permitted.
(Temporary tabs are defined as post-it notes or other tabs that may be removed without tearing the page)
9. Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by calling P.S.I at 855-257-1620.
10. On the day of your examination, you must arrive at the P.S.I. Center 30 minutes before your scheduled appointment to complete the admission procedures required before your test begins. You must bring the following with you: One official government issued photo identification such as a driver's license, passport, etc., and your Contractors Guide to Business, Law and Project Management, Arkansas Edition.

PLEASE BE ADVISED:

- a) You will only be tested from the Contractors Guide to Business, Law and Project Management, Arkansas Edition.
- b) Verify your exam before you take the test to make sure it is the **AR Business and Law Examination (Onsite -Test Center)**
- c) **P.S.I will give you your results immediately. You can also have P.S.I. send the results directly to you. It is your responsible to get the passing test score to our office by fax 501-372-2247 or regular mail.**
If you request your results be sent to our offices it could take several weeks to get to us, which could postpone the approval and release of your license.



NASCLA CONTRACTORS GUIDE TO BUSINESS, LAW AND PROJECT MANAGEMENT, ARKANSAS EDITION
ORDER FORM

To order a copy of the *NASCLA Contractors Guide to Business, Law and Project Management, Arkansas Edition, Tabs Bundle Pak*, you can visit the NASCLA website bookstore at www.nascla.org. You can also order by mailing a copy of this order form to the address below with credit card information.

NASCLA
23309 N. 17th Drive, Suite 110
Phoenix, Arizona 85027
Phone (623) 587-9354 Fax (623) 587-9625 or
Online @ www.nascla.org

The *NASCLA Contractors Guide to Business, Law and Project Management, Tabs Bundle Pak* offers our permanent reference tabs that will help you navigate quickly through this publication. Please note that these tabs are self-adhesive and must be added at least one day prior for sufficient adhesive power.

SHIP TO:

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Card Number _____ Exp. Date ____ / ____ CVC _____

Name on Card _____ Signature _____

PLEASE SEND:

_____	Copy(ies) of the <i>NASCLA Contractors Guide to Business, Law and Project Management, Arkansas Edition Tabs Bundle Pak</i> @ \$87.99	\$ _____
_____	Copy(ies) of the <i>NASCLA Contractors Guide to Business, Law and Project Management, Arkansas Edition (book only)</i> @ \$78.00	\$ _____

SHIPPING & HANDLING:

\$ 15.95 USPS for one book (\$6.00 for each additional book) \$ _____

SALES TAX: Additional State Sales Tax Rates could apply.

TOTAL \$ _____