Your exam booking checklist

Use this worksheet with your current official examination instructions. Keep it for your own planning.

Exam: _____ Date: _____

- [ ] Confirm the exact examination code and language.
- [ ] Match the candidate name to the identification accepted for this booking.
- [ ] Check the current syllabus and material edition for the examination date.
- [ ] Review provider-specific change, cancellation and resit terms.
- [ ] Confirm the appointment, delivery arrangements and any approved adjustments.
- [ ] Check the final examination charge and payer details.
- [ ] Save the booking confirmation, reference and payment evidence.
- [ ] Set a reminder to review the joining instructions before examination day.

Questions to confirm with the examination provider:

Official references: fa.gov.sa/FAQ | fa.gov.sa/exams-policies
Source review: 2026-10-08 | Confirm current rules for your booked exam.