

The National Board's [enhanced candidate management system](#) is now available! The new system will provide a more streamlined process and be the one-stop-shop for:

- Creating a National Board account;
- Registering for certification;
- Purchasing components;
- ePortfolio submission;
- Assessment center scheduling;
- Registering for Maintenance of Certification (MOC);
- Viewing score history, and more

Here's What to Expect the First Time You Log In

- **Personal Information and Password** - You need to reset your password before logging in for the first time. (Your existing password won't work.) Click the "Reset it Here" link on the Log In page and enter your existing username. You'll be sent an email with instructions for creating a new password. If you don't know your username, contact Customer Support at 800-22TEACH.
- **Purchasing Components** - The process for purchasing components and Maintenance of Certification (MOC) is changing. Review the [Guide to National Board Certification](#) and [Guide to Maintenance of Certification](#) for step-by-step instruction on registering and completing purchases. Effective April 9, 2021, at the time of component purchase, candidates will need to:
 - Remit payment in full (partial payments are no longer accepted);
 - Be enrolled in the payment plan program; or
 - Have a third-party payer coupon/credit on their account.
- **Unpaid Components** - If you selected a component or MOC prior to April 9 but didn't submit payment, you'll need to complete your component purchase again and submit full payment by the May 21, 2021 deadline.
- **Partial Payments** - If you made partial payments prior to April 9 but are not paid in full, you will be provided with a credit equal to the payments you made, which you can use to repurchase your components. We will contact you via email when your credit is available and provide instruction for completing your purchase.
- **Third-Party Funding** - If you are expecting third-party funding, upon receipt of your third-party payment, the National Board will allocate the funds to your account in the form of a coupon/account credit within 10 business days. Access your coupon from the *My Coupons* section of your [National Board account](#) and use the coupon to purchase your component(s) by the May 21, 2021 deadline. Coupons will be component specific.
- **Payment Plan** - Between **April 9 – May 21, 2021**, we will offer a [payment plan option](#) to First-time, Returning and Maintenance of Certification (MOC) candidates who register for components in the 2020-21 assessment cycle (even those who determine they need to defer). The plan will allow candidates to pay for the cost of their components in 6 equal automatic monthly payments, with no extra fees or costs to the candidate (*about \$80 a month per component*). [Learn more about how the payment plan will work for you.](#) Within three business days of signing up, a prepaid coupon code(s) will be posted to

your National Board account for you to use when buying your component(s). The registration fee is not included.

- **Component 1** - The Component 1 scheduling and testing window opens April 15. If you've purchased Component 1, beginning April 15, you can schedule your appointment with Pearson VUE. Schedule your appointment [directly from your National Board account](#) by clicking the *Schedule Appointment* link on your Certification Dashboard. The testing window closes August 15. (**Note:** You will be able to schedule/reschedule for dates after July 15 beginning on May 1. We'll email you on May 1 with instructions.)