

Student Purchase in NLN Store		
1	Read the User Guide pdf document below. https://na57.salesforce.com/sfc/p/#0b000000DYzq/a/0b000000FJFo/m52HpJ4HfZdNw8taIRtdOgxztOxqvqQ_eOAxBJWDYG4	
2	Create an account for our institution go to	Southwest TN
3	Details alphanumeric field*	
4	Click email link to set up a password	
5	Click Buy Exam:	Follow instructions to pay by Credit Card
6	Click My Assessments	Schedule with Proctorio

- 1) **Students seeking consideration for Southwest's spring nursing program, must complete the H-PAX exam by October 15. Those seeking consideration for Southwest's fall nursing program must complete the H-PAX by February 1. The H-PAX fee is \$65.00.**
- 2) Six (6) months must elapse before retesting if a score of less than 90 is earned. **Students scoring between 90 and 99 may contact the [Nursing Department](#) for approval to test in three (3) months instead of six (6) months. This approval letter must be received by the Testing Department prior to scheduling a three (3) month retest.**
- 3) **Once you purchase an exam, the code is good for 6 months. Do not click "Actions" until you are ready to test. Refunds will not be made if you prematurely click "Actions."**
- 4) **When creating your account (using the link in the chart above entitled "Southwest TN), you must make sure the correct time zone is set. Memphis, Tennessee is on the Central Standard Time (CST) Zone.**
- 5) **The name you create your NLN account with and the name on the ID to be shown at the time of testing must match or you will not be allowed to test.**

* **Details Field-** When creating a student account, there is a field called "**Details**" This field allows examinees to enter a unique identifier for export to student management system. In order for Southwest's Testing Center to access scores and enter them into the Banner system correctly, you must enter your 8-digit Banner ID# or your 9-digit SS# in the **Details Field** when scheduling your H-PAX exam.

PAX ADA Candidates:

08/2020



Please note the NLN no longer requires or accepts requests for ADA testing needs. If you have been approved for additional time by Southwest's Center for Access, please contact testing@southwest.tn.edu for information on scheduling the PAX exam.

PAX Prep Materials:

Once your student account has been created using the school link above, login in and click on the **BUY EXAM** tab.

Use the store filter to select **STUDENT PRODUCTS > TEST PREP>** See PAX Prep Products for purchase.