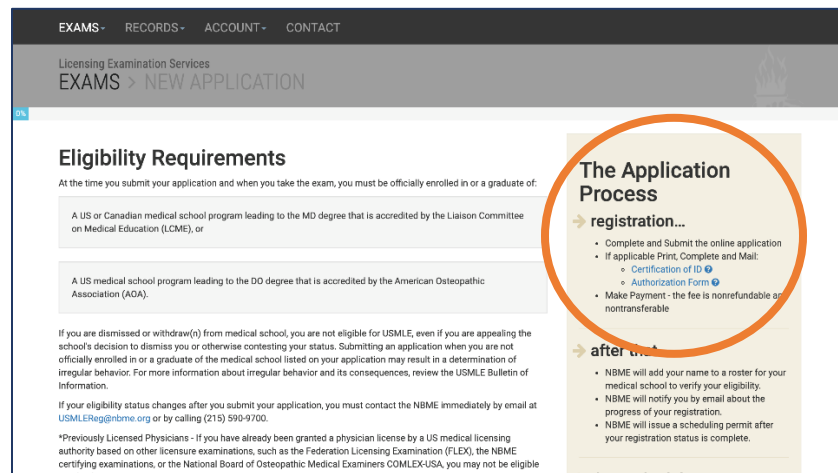


# USMLE Step 1 Registration Process

## Class of 2027

### How to Register for USMLE Step 1

1. Visit the [exam log-in page](#). Click first-time user, enter your name, SSN and medical school information. It is important that you enter your name exactly how it appears on the identification that you will present the day you take the exam (i.e., driver's license, passport).
2. The NBME will email you your USMLE ID and a temporary password. This may take up to one business day. Note: Save your USMLE ID for future use.
3. Once you receive this information, you should log in to the menu item: **Apply for the USMLE**. You will be required to change your password at this time.
4. You will then be successfully logged on to the NBME Interactive Website. To start a new application, click on "NEW."
5. You will be asked to read the application instructions. Then hit "next." The examination you are applying for is: Step 1.
6. Follow the instructions and complete the application. We recommend that you choose a testing window between the dates of **February 1 through April 15, 2025**.
7. You will need to pay the registration of **\$680** (via credit card).
8. Please bring the Certification of ID and Authorization Form and a passport-sized photo to the NBME Registration Session on **September 24, 2024**.



9. Student Affairs will electronically submit your Certification of ID and Authorization Form to the NBME for processing.
  - Once your form is received at the NBME, they will contact us to verify your enrollment before processing the form. This can take up to 5 business days.
10. After the NBME has completed the processing of the form, they will email you with your scheduling permit. This confirms the three-month window in which you can schedule your exam date. Tip: Register for a test date as soon as possible!
11. To schedule your examination test location and date, [visit the Prometric website](#). This can be done no sooner than six months in advance.

- Please visit the USMLE website <https://www.usmle.org/step-1/> for more detailed information about the exam, registration, accommodations, etc.

## Helpful Tips for All Applicants

- Attach a recent 2-inch-by-2-inch passport-type photo by taping (sides and top of photo) or gluing it to the form (no staples please). Photos must be full-faced and current.
  - Walgreens or similar pharmacies offer Passport Photo services.
  - The Apple Store offers Apps that you can use to create Passport Photos. You will need to be sure the image can be affixed to the PDF Verification Form or printed on photo stock to affix to your hard copy Verification Form.
- Please make sure you mark "I authorize the NBME to accept my NBME on-line services password" on the bottom half of the form to accept. If you do not accept, you must complete the application form each time you apply for an exam.
- On exam day, you must present your scheduling permit and an **unexpired**, government-issued form of identification that includes both your photo and signature (for example, a driver's license or passport) to the examination site, and your name must be an exact match with the name you registered.
- If you require test accommodations, you must check that item on your application to indicate that you are submitting a request for accommodations. Please note that this is a lengthy process. **Please see the website for further information and contact the Office of Student Affairs (Dr. Haney Singleton and/or Jordan Flynn) ASAP to begin the accommodations request process.**
- Once your score has been reported to the NBME, **please retain the original USMLE Score Report.** The Office of Student Affairs does not receive an official score report and you will may need this for VSAS (away rotation) applications.

## NBME Fee Assistance Program

- Established in 2024 by the National Board of Medical Examiners (NBME), this assistance award will provide \$670 awards to 1340 medical students who have registered in 2024 to take the USMLE Step 1 or Step 2 CK exam to offset the cost of exam registration fees. Applicants must be able to demonstrate financial need, provide a valid USMLE ID number, and have not been referred to a committee and found to have engaged in Irregular Behavior or otherwise reviewed for policy violations in relation to any USMLE or NBME exam. Applicants must also be eligible to take the USMLE and currently enrolled in an LCME (MD) or COCA (DO) accredited medical school in either the United States, or one of the select schools in the Caribbean.
- For more information and to submit an application, please visit the [National Medical Fellowships website](#). **Applications will be open until October 16, 2024.**

## Rescheduling Fees

- Students may need to/desire to their scheduled test date for a variety of reasons. There is no fee to change your date or location **46 days or more** before your scheduled test date.
  - To change your appointment within 45 days, you must pay a fee to Prometric before rescheduling your appointment. All deadlines are calculated using local time at the Regional Registration Center for the Prometric Testing Region. Detailed information is provided in the Confirmation Notice you will receive via email after scheduling.