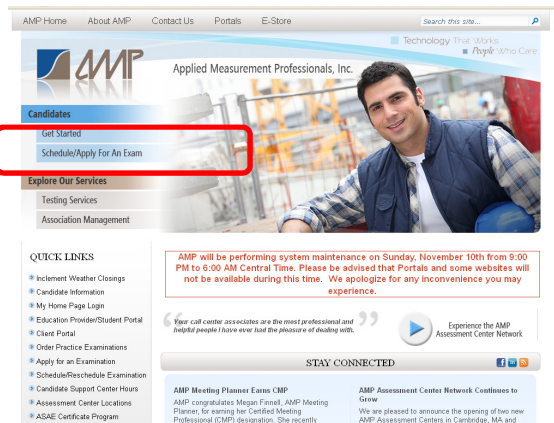


## Scheduling a CFI Exam

1. Send your application to Applied Measurement Professionals (AMP):

AMP Corporate Headquarters  
18000 W. 105th Street  
Olathe, KS 66061-7543  
USA

2. Your application will be processed in 3-4 weeks
3. Once your application is approved, you will receive an email from AMP. THIS EMAIL SERVES AS YOUR PAYMENT RECEIPT. Within this email there will be a code which will look like: CF0-xx-xxxx  
**You will have 90 days from the day you received the email to schedule and complete your exam.**
4. Visit AMPs website at: [www.goamp.com](http://www.goamp.com)
5. Click 'Schedule/Apply for An Exam'



6. Choose the CFI examination to see all testing facilities

Everything you need is three steps away.



Let us help you locate detailed information about your examination program! To find a candidate handbook, testing locations, fees and scheduling information, make a selection in each category below.

A screenshot of the AMP website's scheduling interface, enclosed in a red rounded rectangle. It shows three numbered steps: 1. A dropdown menu with 'Other' selected. 2. A dropdown menu with 'Certified Forensic Interviewer (CFI)' selected. 3. A dropdown menu with 'Select an examination' selected, and a sub-menu is open showing 'Select an examination' and 'Certified Forensic Interviewer Examination'. Below the steps, there is a link: 'Already have an account with us? Login [here](#)'.

Questions on how to schedule your exam? Contact AMP at 888-519-9901

7. On this page you can choose to Locate Testing Facilities, Schedule Your Exam or Reschedule Your Exam.

AMP Home About AMP Contact Us Portals E-Store

Technology That Works  
People Who Care

**Certified Forensic Interviewer (CFI)**  
*Certified Forensic Interviewer Examination*

**Candidate Support Center Information**  
(888) 519-9901

View Candidate Handbook  
View Sponsor's Website  
Locate Testing Center  
Register for this Exam  
Reschedule this Exam

View Candidate Handbook View Sponsor's Website Locate Testing Center Register for this Exam Reschedule this Exam

[Back to Candidate Information](#)

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8. To view testing facilities click 'Locate Testing Center' and you will see a map of the USA or you can change the view to see international testing facilities.

9. To schedule your exam click 'Register for this Exam'

If you just received the confirmation email, click 'New User?' and enter in all of your information. Here AMP will ask you for the Assigned ID # you received in your eligibility email.

AMP Home About AMP Contact Us Portals E-Store

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**Log In**

Please enter your login information. Passwords are case sensitive.

User name:   
Password:

[New user?](#)

[Forgot your user name?](#)  
[Forgot your password?](#)

If special accommodations are being requested, do not continue with the online registration process and contact AMP at 800/345-6559 to schedule your examination.

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## New User



Please complete the information below. Required fields are displayed in orange.

### Choose a user name and password

Choose a user name:  (8 to 20 characters in length)

Choose a password:  (Case Sensitive, 8 to 20 characters in length)

Re-enter password:

### Enter your personal identification information

First Name:

Middle Name:

Last Name:

Zip Code:  (5 Digits. For addresses outside of the United States, please enter 00000.)

SSN OR Assigned ID#:  (9 characters, no spaces or dashes)

Verify SSN OR Assigned ID#:

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## 10. You will be directed to enter all of your contact information



### Contact Information

Welcome, Jziegler4932 | [Log Out](#)



Please enter your contact information.

ID: T00-09-2499  
First Name: JENNIFER  
Middle Name:  
Last Name: ZIEGLER  
Suffix:

#### Mailing Address

Address 1: 4932 MAIN ST.

Address 2:

City: DOWNERS GROVE

County:

State: IL

Zip Code: 60515

Country: UNITED STATES OF AMERICA

Email Address: jziegler@WZ.com

Home Phone:  ext.

Work Phone: 8002227789 ext.

Fax Number:

Cell Phone:

Please indicate if you wish to receive an appointment reminder notice via text message.

I accept. I understand standard text messaging rates may apply.

I decline. I understand I may change my preference by returning to AMP's website at [www.goAMP.com](http://www.goAMP.com).

Date of Birth: January 01 1980

Gender: Female

## 11. You will need to choose security questions and answers, just in case you misplace your password or information.



### Security Questions

Welcome, Jziegler4932 | [Log Out](#)



To enhance security we require that you complete the following questions. Answers to the questions are not case sensitive.

Please select your first security question:   
Please enter your answer here:  Letters and numbers only.  
Please select your second security question:   
Please enter your answer here:  Letters and numbers only.  
Please select your third security question:   
Please enter your answer here:  Letters and numbers only.

Questions on how to schedule your exam? Contact AMP at 888-519-9901

12. Once your information is filled in, choose a testing location and the available dates and times will show on the calendar.

Welcome, Jziegler4932 | [My Home](#) | [Log Out](#)

Certified Forensic Interviewer (CFI): Certified Forensic Interviewer Examination

Select an Assessment Center:

Please Select ▼ Change

Click on a day from the calendar.

November 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

This exam does not have any available exam dates in the near future. Use the arrows at the top of the calendar to change months.

Exam times available

13. Choose the time and schedule your appointment.

Welcome, Jziegler4932 | [My Home](#) | [Log Out](#)

Certified Forensic Interviewer (CFI): Certified Forensic Interviewer Examination

Select an Assessment Center:

IL - Naperville, Illinois ▼ Change

Click on a day from the calendar.

Thursday, December 12, 2013

Select a time.

9:00 AM

1:30 PM

**Schedule your appointment**

Clicking the button below will schedule your appointment. You will be signed up for the date, time, and test center as selected above. Verify your selections then click the button below.

**SCHEDULE**

December 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

To select a date click on a day in the calendar above.

Exam times available

14. You have successfully scheduled your exam. The notification you will receive directs you to click on the 'My Home' tab. Here you will be able to obtain driving directions and add the examination date to your calendar. You will also receive an email confirmation.

Under 'My Home' tab you can also reschedule your exam – it has to be within the 90 day window that AMP has given you.

### 'My Home' tab screen view

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[View Candidate Handbook](#)  
[View Sponsor's Website](#)  
[Locate Testing Centers](#)

Welcome, Jziegler4932 | [My Home](#) | [Log Out](#)

Certified Forensic Interviewer (CFI) | Certified Forensic Interviewer Examination

My Contact Information

JENNIFER ZIEGLER  
4532 MAIN ST.  
DOWNERS GROVE IL 60515

Status: Appointment Scheduled

**Status Details**

Certified Forensic Interviewer Examination  
Thursday, December 12, 2013 at 9:00 AM  
Naperville, Illinois Test Center

Reschedule
 View Map
 Add to Calendar

**Correspondence**

[Appointment Confirmation for Thursday 12/12/2013 at 9:00 AM](#)

**Candidate Support Center Information**

(888) 519-9901

[Register for another examination](#)

Questions on how to schedule your exam? Contact AMP at 888-519-9901

## Confirmation Email Example

You are scheduled to take the following exam(s) on 12/12/2013 at 09:00 AM at the Naperville, Illinois assessment center.

Certified Forensic Interviewer Examination; Your confirmation number is SC2497434; The examination time limit is 3 hour(s).

The assessment center address is:

H&R Block Office  
1263 Naper Blvd.  
Naperville IL 60540

DIRECTIONS: Exit Route 88 at Naperville Road. Go south 4 1/2 miles to 75th St.(Naperville Road turns into Naper Blvd.) Located on the northwest side of Naper Blvd. in an H&R Block office in the Market Meadows Shopping Center.

For a map to this assessment center, please visit our website at [www.goAMP.com](http://www.goAMP.com). Select Candidates, enter the required information then click on 'Locate Testing Centers'.

### IDENTIFICATION:

To gain admission to the assessment center, you must present two forms of identification, one with a current photograph. Both forms of identification must be current and include your current name and signature.

\*You MUST bring one of the following: driver's license with photograph; state identification card with photograph; passport; military identification card with photograph. No forms of temporary identification will be accepted.

\*The second form of identification must display your name and signature for signature verification (e.g., credit card with signature, social security card with signature, employment/student ID card with signature).

\*If your name on these documents is different than it appears on your identification, you must bring proof of your name change (e.g., marriage license, divorce decree or court order).

Candidates are prohibited from misrepresenting their identities or falsifying information to obtain admission to the examination. You will be required to sign a roster for verification of identity to gain admission to the examination.

### Additional items:

A basic or financial non-programmable calculator.

No personal items, valuables, or weapons should be brought to the Assessment Center. Only keys and wallets may be taken into the examination room and AMP is not responsible for items left in the reception area.

- Examinations are proprietary. No cameras, notes, tape recorders, personal digital assistants (PDAs), pagers or cellular phones are allowed in the examination room.
- No guests, visitors or family members are allowed in the examination room or reception areas.
- No personal items, valuables, or weapons should be brought to the Assessment Center. AMP is not responsible for items left in the reception area.

- Hats and/or large coats are not allowed in the testing room.

\*\*\*You will NOT be admitted if you are more **than** 15 minutes late for your appointment.\*\*\*

You may only schedule one appointment at a time per examination. All fees are non-refundable and non-transferable. If you need to reschedule your appointment, you may do so ONE time at no charge by contacting the AMP Customer Support Center at (888) 519-9901 at least two business days prior to your examination.

Best wishes for success on your examination!

AMP Candidate Support Center