Certification Exam Registration Instructions

Are you interested in taking one of our Appian Certification exams and need some help signing up? Here are the step-by-step instructions on how to register.

1. Sign into Appian Community. If you do not have an account, click on the "**Register Now**" link towards the bottom of the page to create an account.
2. Navigate to the Certifications page on Community. There are two ways you can register for an exam:
   a. Select the "**Schedule your exam**" button. This button will take you directly to the Examity website to begin the exam registration process.

Ready to get certified?

Have you found the right exam for you? Follow these steps to register and prepare for your Appian Certification.

Schedule your exam

Prepare for your exam

Launch your exam

   b. Select the exam you would like to register for. Once you've selected your exam, click on the "**Schedule or Take Exam**" button to start the exam registration process. (Please ensure that you are logged into your Community account in order to sign up for your exam).

Appian Certified Associate Developer

This page provides key exam information and helps you understand the expectations of this exam and available preparation resources.

Schedule or Take Exam

3. Configure your profile information on Examity under "**My Profile**". You will need to complete your profile by providing a government issued ID (expired IDs are accepted),

filling out your account information, and completing the security questions. Please note that your name on Community will need to match your name on your ID. Once this information is complete, the exam requirement symbols should all appear with green check marks:

Then select "**Continue to Payment**".

4. Schedule your exam. Make sure to review our retake policy (note that you must repay for the exam each time you retake it).
   a. Make your exam selections:
      i. Program name - Specify Appian Certification or Appian Pro Badge.
      ii. Exam Name - Specify the exam you want to take.

5. Choose the date and time of the exam appointment and select "**Schedule**".

6. Pay for your exam by credit card or voucher. Please note that the cost will depend on your organization's association. If you have a voucher code, add it to the Voucher Code section and select "**Apply**".
   a. To associate your account to your organization, follow these instructions below:
      i. Go to community.appian.com and log in.
      ii. Navigate to your Profile in the top right corner (see "Profile Icon").
      iii. Select Edit Community Profile (see "Edit Community Profile").
      iv. Self-associate to your Organization by using the Primary Group Membership Field (see "Self-Associate").
   b. If you still don't see the correct exam cost, visit our FAQ page on Community for more information.

Important: Chrome and Edge are only recommended browsers for best user experience. Please enable cookies while making payment. Please wait until you see the exam appointment confirmation message and do not hit refresh or reload, close the page while the payment is processing. In case of any issues with scheduling please reach out to support@examity.com or 855-EXAMITY.

If you are a part of the Appian Partner Program and do not see the correct price reflected - please confirm you have paired with your Member Organization on Appian Community first. If you have completed this step and still do not see the discount reflected, please contact the Appian Certification Program Team at certifications@appian.com.

On-demand	$ 0.00
Total :	$ 200.00
Voucher Code	[ ] Apply
Student Name	▮▮▮▮▮
Course Name	Appian Certification Program
Exam Name	ACD100: Appian Certified Associate Developer
Exam Date	01-20-2023
Exam Time	1:00:00PM

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7. Once your registration is complete, you will land on a page that includes your **appointment ID**. Make sure to take note of the appointment ID. You will receive an email from Examity confirming your exam information which will contain important information about your exam appointment. If you run into any issues regarding your exam, you can reach out at support@examity.com.

8. More information (such as exam rules) can be found on the Program Information and Certification Policies pages or by reaching out to certifications@appian.com for additional questions or concerns.