



Before paying for your examination registration, be sure you understand the contents of this bulletin. Please retain and use it as a reference when contacting PSI.

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
Phone: (855) 746-8170
E-mail: examschedule@psionline.com
<https://www.psiexams.com/orco>



OREGON CONSTRUCTION CONTRACTORS BOARD EXAMINATION CANDIDATE INFORMATION BULLETIN

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Please refer to www.psiexams.com to check for the most updated information.

ABOUT PSI

Oregon's Construction Contractor Licensing Act, ORS Chapter 701, requires that any person engaged in any construction activity involving improvements to real estate for compensation needs to be licensed with the Oregon Construction Contractors Board (the CCB).

The CCB has contracted with PSI to conduct examinations. PSI works closely with the Board to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

For more information on licensure please contact:

Oregon Construction Contractors Board
201 High St. SE
P.O Box 14140
Salem, OR 97301
(503) 378-4621
<http://www.oregon.gov/CCB/>

APPROVAL TO TAKE THE EXAMINATION

You must be pre-approved to take an examination. Your education provider will provide your information, electronically, to PSI upon successful completion of the course requirements. You will receive an email confirmation immediately after you have been submitted.

A list of approved training providers is available from the CCB or online at <http://www.oregon.gov/CCB/licensing/Pages/list-prelicenseeducators.aspx>

As of July 1, 2016, applicants that have passed the National Association of State Contractors Licensing Agencies (NASCLA) Accredited Examination for Commercial General Building Contractors DO NOT have to complete the pre-licensing training course but do need to pass the Oregon exam covering laws, rules and business practices.

To become eligible to sit for the Oregon examination, applicants must provide proof of NASCLA exam passage to the CCB. The CCB will then provide your information, electronically, to PSI and you can schedule the Oregon exam.

EXAMINATION PAYING AND SCHEDULING

If you fail the examination, you may retest on an unlimited basis, there is no expiration date.

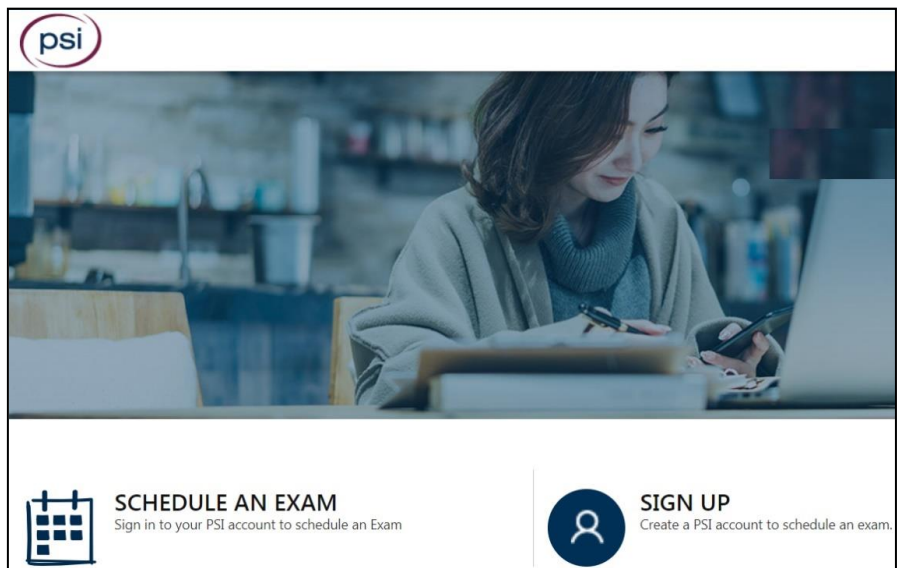
Examination Fee \$60

FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT. THE EXAMINATION FEE IS FOR FIRST TIME AND REPEAT TEST TAKERS.

ON-LINE SCHEDULING VIA WEBSITE

For the **fastest and most convenient** examination scheduling process, register for your examinations online by accessing PSI's registration Website: (<https://www.psiexams.com/orco>).

1. Select "SIGN UP" to create an account.



The screenshot shows the PSI website interface. At the top left is the PSI logo. Below it is a photograph of a woman sitting at a desk, looking at a laptop and holding a pen. At the bottom of the screenshot, there are two main buttons: 'SCHEDULE AN EXAM' with a calendar icon and the text 'Sign in to your PSI account to schedule an Exam', and 'SIGN UP' with a person icon and the text 'Create a PSI account to schedule an exam.'

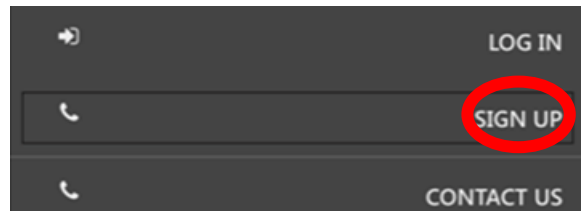


SCHEDULE AN EXAM
Sign in to your PSI account to schedule an Exam



SIGN UP
Create a PSI account to schedule an exam.

2. On a mobile phone, you need to select the icon on the top left corner. Then select “SIGN UP” to create an account.



3. You will be prompted to create an account with PSI.

Personal Details

Candidate ID (Enter the Candidate's Driver License)*

544466655

First Name * Last Name *

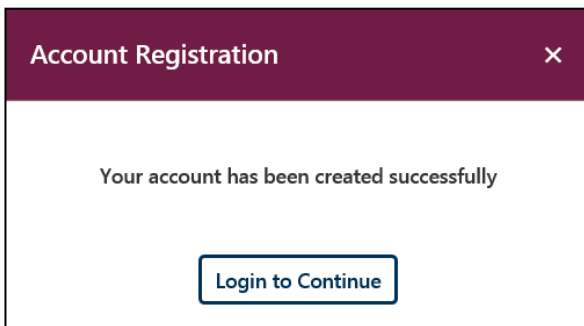
Middle Name Generation

Email *

IMPORTANT

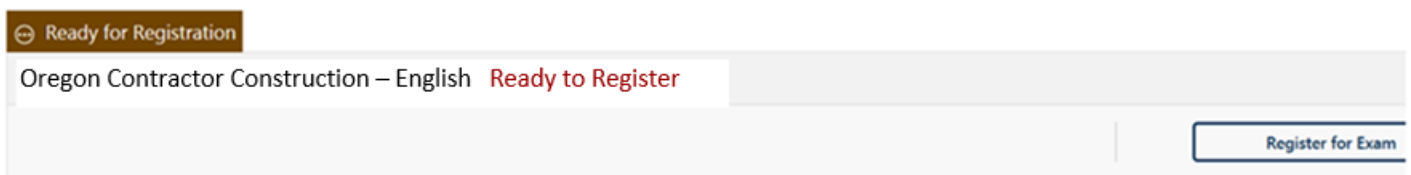
You must enter your First and Last name exactly as it is displayed on your government issued ID.

4. After you submit the form, you will get a message that your account was created successfully. Click on “Login to Continue”.



Note: The username is the email address you entered when creating the account.

5. Select the Examination.



6. You will enter your personal information.

Primary Contact Address

Street Address1 (required)

Address2

City (required)

State (required)

7. You will now enter payment.

Payment

Credit Card

** Please provide credit card holder name, street details in English.
Please enter a valid Visa, MasterCard, American Express, Discover or JCB card number. Diner 's Club card is currently not accepted.

Credit Card Number *

Expiration Date * CVV *

Card Holder Name *

Billing Street Address *

Payment Summary

Total Amount Due USD

8. You will now select if you want to take the examination at a PSI test center or from your own laptop or computer.

Please select a delivery mode for scheduling

Delivery mode

Test Center ?

Remote Online Proctored Exam ?

Cancel Continue

IF YOU SELECTED TO TAKE YOUR WRITTEN EXAMINATION AT A TEST CENTER FOLLOW THE STEPS BELOW

Enter the “City or Postal Code” and select “Preferred Month” to take the Exam. Then select “Search Exam Center”.

Find Test Location

[I have a Test Center Code](#) ⓘ

Country

United States of America
▼

Enter City / Postal Code

Q

Preferred Month

September 2020
▼

Search Exam Center

Click on the preferred test site.

1. PORTLAND	8383 NE Sandy Blvd, Suite 258 Portland OR US 97220	6.42 miles
2. VANCOUVER	9013 NE HIGHWAY 99 STE F VANCOUVER WA US 98665	12.26 miles
3. WILSONVILLE	25195 SW Parkway Avenue Suite 105 Wilsonville OR US 97070	14.29 miles

Then click on the date and time to make an appointment to take the Exam.

< September 2020 >

Su	Mo	Tu	We	Th	Fr	Sa
		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			

Available Start Time(s) for

09:00 AM

01:30 PM

You are now scheduled and will receive an email confirmation.

IF YOU SELECTED TO TAKE YOUR WRITTEN EXAMINATION ONLINE USING YOUR OWN PERSONAL LAPTOP OR COMPUTER FOLLOW THE STEPS BELOW

Before you select the date and time you will be taking the exam, **YOU MUST FIRST CHECK THE COMPATIBILITY OF YOUR COMPUTER** to include Audio/Video Check, Webcam Check and System Check. You must use Google Chrome Browser. Please note that if your computer performs any system update (i.e. software, server, firewall, webcam, etc.) from the time you schedule your exam to when you attempt to launch your exam, you may experience issues with your compatibility. It is best to conduct another compatibility check on the machine that you will be taking your exam at least 24 hours prior to your scheduled exam. You may also check your compatibility before or after registering for your exam by [clicking here](#).

Proctored Exam Select Language English

Country / Location:

Timezone:

February 2021

Su	Mo	Tu	We	Th	Fr	Sa
	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						

Available Dates Selected Date

Available Start Time(s) for Feb, 01, 2021

- ▶ Early Morning (from Midnight to 5:45 AM)
- ▶ Morning (from 6 AM to 11:45 AM)
- ▶ Afternoon (from 12 PM to 5:45 PM)
- ▶ Evening (from 6 PM to 11:45 PM)

- Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)
- You can only launch the exam within 30 minutes of your appointment time.

If you have any questions regarding your compatibility check, or if you experience issues launching your exam, you may contact our remote proctoring technical support team at (844) 267-1017. You may also initiate a chat after you close the Secure Browser Software by [clicking here](#).

TELEPHONE SCHEDULING

Call (855) 746-8170, PSI registrars are available to receive payment and to schedule your appointment for the examination. Please call Monday through Friday between 4:30 am and 7:00 pm, and Saturday-Sunday between 8:00 am and 2:30 pm, Pacific Time.

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if PSI receives your *cancellation at least 2 days before the scheduled examination date*. For example, for a Monday appointment, you would need to cancel your appointment on or before the previous Saturday.

To cancel an appointment, you may use the PSI Website or call a PSI customer service representative at (855) 746-8170, Monday through Friday between 4:30 am and 7:00 pm, or Saturday-Sunday between 8:00 am and 2:30 pm, Pacific Time.

Note: You cannot cancel an appointment by leaving a voice mail message. You must use the PSI Website or speak to a PSI customer service representative.



MISSED APPOINTMENT OR LATE CANCELLATION

You will forfeit your examination fee if you:

- Do not cancel your appointment at least 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time; or
- Do not present proper identification when you arrive for the examination.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Candidate Information Bulletin.

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY

If severe weather or another emergency forces the closure of an examination center on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination appointment by calling (855) 746-8170 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

EXAMINATION REVIEW

PSI, in cooperation with the CCB, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be given in written form to the examination proctor at the end of the examination or entered on the computer keyboard during the examination. Your comments regarding the questions and the examinations are welcomed. Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the general exam available to candidates.**

EXAMINATION SITE LOCATIONS FOR THEORY EXAMINATION

Aurora Aviation

22785 Airport Rd NE, Blue Gate #5
Aurora, OR 97002

From I-5 N, heading Northeast, take exit 282 toward Canby. Turn right onto NE Miley Rd. Take the 1st right onto NE Airport Rd/Aurora Rd. Continue to follow NE Airport Rd. Destination will be on the right.

Baker City

2101 Main Street, #203
Baker City, OR 97814

From I-84 take Exit 304 onto Campbell Street. On Campbell Street go 1 mile to Main Street, turn left. Test site is a 1/4 of a mile on right side, in a brick building before Broadway in the Basch Sage Mini Mall. Enter from Broadway and go upstairs. Take a left to the end of hall to Room 203. Parking available between Broadway and Church Street, behind the 'Basche Sage' testing center building

Bend

325 NW Vermont Pl, #106
Bend, OR 97701

From US-97 going North, take the Revere Ave exit and take a left at the traffic signal. Go one block West to Wall Street and turn left at the traffic light. Continue South on Wall Street for approximately 1/2 mile and turn right onto NW Vermont Pl. The PSI Test Center is the first building on the left.

From US-97 going South, take the Revere Ave exit and go straight at the traffic light. Continue heading South on Wall Street for approximately 1/2 mile and turn right onto NW Vermont Pl. The PSI Test Center is the first building on the left.



Eugene

1955 Empire Park Drive, Suite A
Eugene, OR 97402

From I-5 take Beltline Hwy West to exit #5 Barger Drive. Turn Left at the end of exit ramp. Go .7 miles and turn right onto Empire Park Drive. (JUST before Hwy 99). The first building on the corner is Subway. Second building is PSI exams Suite A. Edward Jones Investments is the other tenant of the building in Suite B.

From Hwy 126 which is also West 11th take Beltline Hwy to exit #5 Barger Drive. Turn right at the end of exit ramp. Go .7 miles and turn Right onto Empire Park Drive. (JUST before HWY 99). The first building on the corner is Subway. Second building is PSI exams Suite A. Edward Jones Investments is the other tenant of the building in Suite B.

Please do not park at or near Subway, but instead park on the left side of the building.

Independence

4901 Airport Rd
Independence State Airport
Independence, OR 97351

Take I-5 to exit 260A for OR-99E BUS S/Salem Expy and follow, then taking a slight left onto Commercial St NE. Turn right on Marion St NE continuing onto OR-22W/Marion St. Bridge. Follow OR-22W for 5 miles, then turn left onto OR-51S/Independence Hwy. Turn right onto Polk St and continue onto Hoffman Rd. Turn right onto Airport Rd.

Klamath Falls

Klamath Community College
7390 South 6th St.
Klamath Falls, OR 97603

From the North: Head South on US-97. Keep left to continue onto OR-39 S/Crater Lake Parkway. Turn Left onto South 6th St. KCC is on the Right. From the South: Follow US-97 N/Volcanic Legacy Scenic Byway to OR-140E/OR39 N in Klamath County. Follow OR-140E/OR-39 N to South 6th St. KCC is on the left. From the East: Follow OR-140 W/N. Continue straight on South 6th St. KCC is on the left. From the West: Follow OR-140 E to South 6th St. KCC is the right.

Medford

1236 A North Riverside Ave
Medford, OR 97501

From I-5 going North, take the Barnett Street off ramp and turn left. Turn right on Riverside Ave and go approximately 3 miles. The site will be on the right side.

From I-5 going South, take the North exit (#30) and turn right and follow signs to "City Center". Pass McAndrews and turn left on Manzanita. This dead ends at Riverside. Turn left on Riverside, go one block and site will be on the right side.

Portland

205 Business Center, Suite 258
8383 NE Sandy Blvd
Portland, OR 97220

Coming North on I-205: Take the Killingsworth exit. Stay to the left and travel through the first light. PSI is on the right-hand side in the business building across from the Grotto. If you get to NE 82nd Ave., you have gone too far.

We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Coming South on I-205: Take the Sandy Blvd exit. Stay in the right-hand lane and turn right at signal. Come up to the next signal (Sandy Blvd) and turn right again. PSI is on the right-hand side in the business building across from the Grotto. If you get to NE 82nd Ave., you have gone too far. We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Coming East on Sandy Blvd: Just past NE 82nd Ave. across from the Grotto is the business building that PSI is in. We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Coming West on Sandy Blvd: Just past Prescott St. and across from the Grotto is the business building that PSI is in. We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Coming South on 82nd Ave: Turn right on Sandy Blvd. PSI is in the business building across from the Grotto. We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Coming North on 82nd Ave: Turn left on Sandy Blvd. PSI is in the business building across from the Grotto. We are on the 2nd floor which seems to be the 1st floor when entering the building from Sandy Blvd and are the first door on the right. There is signage on the door to our office.

Wilsonville

25195 SW Parkway Ave
Suite 105
Wilsonville, OR 97070

Going South: Off I5, take exit 286 (Ellingens/Boones Ferry Rd). Turn left and cross back over the freeway. Turn left at 2nd signal light (Parkway Ave.) Turn into Parkway Plaza parking lot (across the street from Shriner's). We are located in the Main Entrance first door on the right.

Going North: Off I5, take exit 286 (Ellingens/Boones Ferry Rd). Turn Right. Turn Left at next signal light (Parkway Ave.) Turn into Parkway Plaza parking lot (across the street from Shriner's). We are located in the Main Entrance first door on the right.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.



REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification and provides time for you to familiarize yourself with the examination process. *If you arrive late, you will not be admitted to the examination site and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. The required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring one (1) form of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

PRIMARY IDENTIFICATION (with photo) - Choose One

- State issued driver's license
- State issued identification card
- US government issued passport
- US government issued military identification card (not accepted if testing remotely)
- US government issued Alien Registration Card

NOTE: ID must contain candidate's photo, be valid and unexpired.

If you cannot provide the required identification, you must call (855) 746-8170 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Note: Applicants for a CCB license must have a driver license or identification card to obtain the license.

SECURITY PROCEDURES

The following examination protocols apply during any examination. PSI may pause or terminate an examination at any time. Failure to follow the examination protocol, may result in the disqualification of examination results, prohibition from taking future examinations, and may lead to legal action.

Prohibited Items:

- Electronic devices of any type, including but not limited to; cellular phones, cameras, computers of any type (e.g., laptops, tablets, iPads), earbuds, electronic games, electronic watches, handheld calculators, headsets, mobile devices, music players (e.g., iPods), pagers, radios, recording devices (audio or video), smart watches, televisions, etc.).
- Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
- Bulky or loose clothing or coats including but not limited to, open sweaters, cardigans, shawls, scarves, vests, jackets and coats.
 - In the event you are asked to remove bulky or loose outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
- Other personal items, including but not limited to; backpacks, briefcases, chewing gum, drinks, food, good luck items, notebooks, paper or other materials on which to write, pens, pencils or other writing devices, purses, reading material, smoking or chewing products, wallets, etc.

Prohibited Behavior:

- Giving or receiving assistance on an examination.
- Copying or communicating examination content.
- Using outside references or resources during an exam, examples:
 - Browsing other local resources.
 - Browsing the internet.
 - Attempting to use a computer or computer program not provided or approved by PSI.
 - Attempting to use a telephone or mobile device.
 - Using notepad on the computer.
 - Using an application on the computer not provided by PSI.
- Engaging in disruptive behavior during check-in or during an exam, examples:
 - Acting in an inappropriate manner.
 - Using abusive language.
 - Speaking aloud.
 - Causing noise unrelated to keyboard typing.
- Engaging in prohibited behavior during check-in or during an exam, examples:
 - Reading questions out loud.
 - Leaving the room without proctor approval.
 - Using instant messaging, or other electronic communication.

- Capturing a picture or video of exam items.
- Attempting to use telephone or mobile device.
- Obstructing the proctor's view (camera or in person).
- Having inappropriate materials on desktop (explicit).
- Changing spaces during the exam without proctor approval.
- Not focusing eyes on the screen.

During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.

Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.

No prohibited items are allowed within the candidate's reach or line of sight. If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle for test center exams. PSI will not be responsible for the security of any personal belongings or prohibited items.

Any candidate seen giving or receiving assistance on an examination, found with prohibited items, or displaying prohibited behavior or violating any security regulations will have his or her examination terminated, and be asked to surrender all examination materials. All such instances will be reported to the examination sponsor.

Additional protocols for testing at a [testing center](#), include but not limited to:

- The candidate will be issued scratch paper and pencil. You must return both at check-out.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues, or instructors.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidates will not receive extra time to complete the examination.

Additional protocols for [taking your examination on your laptop or computer](#), include but not limited to:

- The candidate will not be allowed to use scratch paper or a pencil.
- Temporarily moving out of the camera's line of sight.
- Adequate lighting for the proctor to see candidate's activity.
- Internet service must be sufficient to administer the exam.
- Web camera must be placed for ideal viewing by the proctor.
- Candidate may not change computers during the exam.
- Candidate may not change spaces during the exam.
- Candidate must follow proctor instructions, which may include, but are not limited to:
 - Keeping hands on the desktop.
 - Keeping eyes on the computer screen.
 - Not fidgeting during the exam.
 - Keeping hands away from face.
- Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- A 5-minute break is allowed during remote online proctored examinations. The exam will not be paused so time will be taken away while on break.

TAKING YOUR EXAMINATION AT A PSI TEST SITE

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semi-private testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

TEST QUESTION SCREEN

The “function bar” at the top of the test question screen provides mouse-click access to the features available while taking the examination.



One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out or you have not ended your examination.

TAKING YOUR EXAMINATION ONLINE USING YOUR OWN PERSONAL COMPUTER OR LAPTOP

Proctors for online testing will communicate with candidates on-screen during the test and pause the exam whenever unauthorized persons or activity appear on video monitors or in audio recordings. The proctor will pause the exam whenever a candidate leaves the testing station, or an interruption occurs. The proctor may end the test if an interruption is not corrected appropriately. Immediate on-screen results will be displayed on your screen once you complete BOTH your exam AND the survey following the exam. Paper score reports will not be available upon completion of the exam for this remotely proctored location. A military ID will not be accepted for a remotely proctored exam, however, all other Identification noted above are acceptable for this delivery mode.

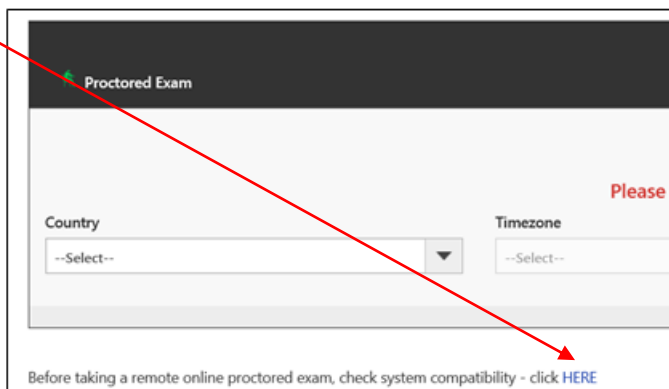
Before your exam begins, please be aware of the following testing rules:

This is an open book examination. You will flip thru the pages of the allowed contractors guide to the camera, to confirm there are no unapproved objects or loose-leaf papers in the guide. The guide must stay on your tabletop at all times. You will not be provided with scratch paper and may not use a writing device.

- ✓ Please be reminded that earbuds, earphones, hats, caps, hood, shades or anything that can be placed on the head or face is NOT allowed.
- ✓ Food, Drinks, or Breaks are not allowed. All personal items must be removed from the work area.
- ✓ Candidates are not allowed to have scratch paper.
- ✓ A 5-minute break is allowed during remote online proctored examinations. The exam will not be paused so time will be taken away while on break.
- ✓ Please do your best to avoid covering your mouth for the whole duration of exam. Be aware that talking/whispering/mouthing is not allowed during exam.
- ✓ You must keep both of your hands on or above the desktop during the exam.
- ✓ Also note that under no circumstances are you allowed to take a screenshot or photo of the exam or the exam results at any time during or after the session.

Violating any of these rules will result in a warning and may result in exam termination and loss of exam fee.

BE SURE TO CHECK THE COMPATIBILITY OF YOUR COMPUTER to include Audio/Video Check, Webcam Check and System Check. Prior to scheduling, click here. You must use Google Chrome Browser.



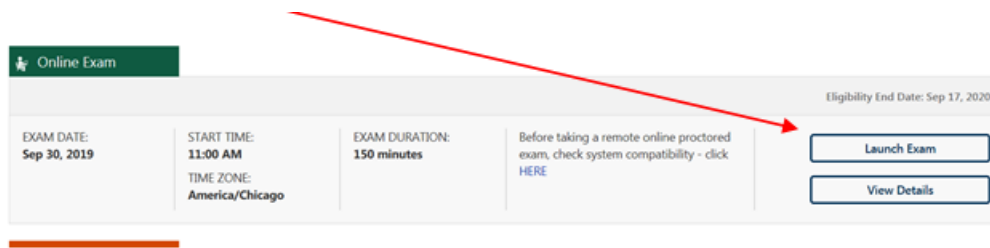
Please note that if your computer performs any system update (i.e. software, server, firewall, webcam, etc.) from the time you schedule your exam to when you attempt to launch your exam, you may experience issues with your compatibility. It is best to conduct another compatibility check on the machine that you will be taking your exam at least 24 hours prior to your scheduled exam. You may also check your compatibility before or after registering for your exam by [clicking here](#).

REQUIREMENTS	STATUS	YOUR SYSTEM
Webcam	✓	Integrated Camera (04f2:b5ab)
Microphone	✓	Default - Microphone Array (Realtek High Definition Audio)
PSI Communication Protocol	✓	Connected
Testing System Access	✓	Allowed
PSI System Storage	✓	Allowed
PSI Video Streaming	✓	Allowed

System Check		
REQUIREMENTS	STATUS	YOUR SYSTEM
Browser and Version - Chrome 58.0 and above.	✓	Chrome 75.0
Platform - Windows 7, Windows 8, Windows 8.1, Windows 10 or later and Mac OS X 10.10 or later	✓	Windows 10
Javascript - Enabled.	✓	Enabled
Cookies - Enabled.	✓	Enabled
Upload and Download Minimum Bandwidth - At least 250 kbps.	✓	1448282

LAUNCHING THE EXAMINATION

You can launch the examination up to 30 minutes before the scheduled start time.



If you have any questions regarding your compatibility check, or if you experience issues launching your exam, you may contact our remote proctoring technical support at (844) 267-1017. You may also initiate a chat after you close the Secure Browser Software by [clicking here](#).

SCORE REPORTING

You must get a minimum of 70% correct to pass.

IN PERSON EXAMINATION: Your score will be displayed on screen at the end of the examination and a score report will be emailed to you. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type. If you do not receive your emailed score report, you may print it from your online account.

REMOTE PROCTORED: Candidates taking a remotely proctored exam: you must select to end both the exam portion and survey portion of your test in order to receive your on-screen results and emailed score report. If you fail, the emailed score report will include the diagnostic report indicating your strengths and weaknesses by examination type. If you do not receive your emailed score report, you may print it from your online account.

EXAMINATION CONTENT OUTLINE

Oregon Construction Contractors

80 Scored Items - 180 Minutes - 70% Correct to Pass

8 Non-Scored Items - 20 Minutes

Subject Area	# of Items
Oregon Const. Contractor Laws and Regulations	18
Choosing Your Business Structure	4
Hiring and Managing Employees	7
Working with Subcontractors	2
Contracts	9
Oregon Lien Law	5
Bidding and Estimating	6
Scheduling and Project Management	5
Oregon Building Codes	4
Jobsite Safety	4
Environmental Factors	4
Building Exterior Shell	4
Financial Management	4
Tax Basics	4

EXPERIMENTAL ITEMS

In addition to the number of examination items specified in the "Examination Content Outline", eight (8) non-scored items will be administered to candidates during the examination. These questions will not be scored. However, these questions will count against examination time. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

REFERENCE LIST

The NASCLA Contractors Guide to Business, Law and Project Management (Oregon Construction Contractors) was used to prepare the questions for this test. The test questions cover laws and business practices.

This test is OPEN BOOK.

The following reference material is allowed in the test center:

The NASCLA Contractors Guide to Business, Law and Project Management, Oregon Construction Contractors, 2nd Edition, (English and Spanish versions are available.) <https://www.nascla.org/store/ListProducts.aspx?catid=567816>

Note: Candidates may bring both the English and Spanish versions of this manual into the test site on the day of testing.

Candidates are responsible for bringing their own reference manual to the examination center. The reference manual may be highlighted, underlined, tabbed (with removable or permanent tabs), and/or indexed prior to the examination session. Handwritten notes are also allowed. Any candidate caught writing, highlighting, underlining and/or indexing in the reference **during the examination** will be reported to the CCB. Furthermore, candidates are not permitted to bring in any additional loose papers with their approved reference.

If English is your second language, you may bring one word for word translation dictionary with you. The word for word translation dictionary must not have any writing, loose paper or self-affixed tabs in it. It must be a bound book with an International Standard Book Number (ISBN). You may request additional time by filling out the Exam Accommodations Request Form.

LICENSE APPLICATION INSTRUCTIONS

You must apply for a CCB license within two years of passing the examination.

In order to obtain your construction contractor, license you must submit your completed CCB license application along with the licensing fee, score report and all other necessary documentation to the CCB.

Oregon Construction Contractors Board

201 High St. SE
P.O Box 14140
Salem, OR 97301-5052
(503) 378-4621

<http://www.oregon.gov/CCB/licensing/Pages/forms-fees.aspx>



All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990.

Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Requirements for exam accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

If you are requesting the following, please select Other.

- If English is not your first language, you may request a translator. PSI will arrange for the translator to accompany you to the test. **You will be responsible to pay all charges related to the translation event.** Additionally, candidates will be responsible for any additional travel-related expenses charged by the translation firm. Additional time will not be included.
- ESL Accommodation (If English is not your primary language and you are taking the English version of the examination), you may qualify for additional time for your test by requesting an ESL authorization from PSI, specifically time and a half. Please include:
 - A personal letter requesting the authorization; and
 - A letter from your English instructor or sponsoring company (on company letterhead), certifying that English is not your primary language.

**MAKE SURE YOU ARE ELIGIBLE FOR THE EXAMINATION BEFORE
REQUESTING EXAMINATION ACCOMMODATIONS**

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121