



## FLDBPR, Real Estate and Appraisers Examination Registration Instructions

### What do I need in hand to complete an on-line test reservation?

In order to make an on-line reservation, you will need the following:

- Your social security number
- Form of payment, for example: debit/credit card (AMEX, Visa, MC), current checking account information or a pre-paid voucher.
- Know the name of the examination that you have been authorized to take.

### How do I Login and register?

- **Log-in** to Pearson VUE's website for test registration at [www.catglobal.com](http://www.catglobal.com).
- **Enter your ID and password**  
Your ID for FLDBPR professions is "FLP" followed by your Social Security Number. For example: FLP123456789

Your ID for Real Estate and Appraisers is "FLR" followed by your Social Security Number. For example: FLR123456789

Your password is the same as your ID, "FLR" and your Social Security Number.

Once you enter your ID and password, click "LOG-IN".

#### **Please Note:**

If your ID and Password are not recognized by the system, please contact Pearson VUE at the following numbers:

- For FLDBPR professions                      1-888-204-6230
- For FL Real Estate and Appraisers      1-888-204-6289

- **Update Your Account**  
If any demographic information is incorrect, for example: address or telephone number, you will not be able to change it. On the day of your examination, please request a change form at the test center. At that time, you may update your information or it will be forwarded to the Division of Real Estate on your behalf.

## SELECT YOUR TEST

- **How do I select my test?**

The Register page will provide you with the examination(s) that you have been authorized to take by the Division of Real Estate. If the examination that you are authorized for is not correct, please contact the Department of Business and Professional Regulations Customer Contact Center: 850-487-1395 or via e-mail: [call.center@dbpr.state.fl.us](mailto:call.center@dbpr.state.fl.us).

- **What are the steps for registration?**

**Step 1:** Log-in – your log-in ID is set up for you, for example:

FLR123456789 – **SEE Enter Your ID and password instructions above.**

**Step 2:** Select the Sponsor: Florida Division of Real Estate and Appraisers

**Step 3:** Select the Test Program (the examination that you have been authorized to take)

**Step 4:** Select a test center – NOTE: The page will refresh itself after selecting the test center.

**Step 4:** Select a date and time – NOTE: The page will refresh itself after selecting the date and time.

**Step 5:** Select Add to Shopping Cart

**Step 6:** Select Proceed to Checkout

**Step 7:** Review your shopping cart to ensure that you have selected the examination, test center, date and time that you want

**Step 8:** Select Proceed to Checkout if all is okay. If not okay, select Change or Remove and repeat Steps 2-7 above.

**Step 9:** Pay for the examination – NOTE: Payment is required at the time of reservation. Acceptable forms of payment are: electronic check (must have a checking account) or debit/credit card. If neither of these is available, please see the instructions below for requesting a pre-paid voucher.

**Step 10:** Print receipt and receive e-mail confirmation. NOTE: The e-mail confirmation indicates the allotted time for examination, for example: 8:00 a.m.-12:00 noon. This **DOES NOT** mean that you can arrive any time between 8:00 a.m.-12:00 noon. This **DOES MEAN** that your examination is scheduled to begin promptly at 8:00 a.m. You should plan to arrive 30 minutes prior to any scheduled examination.



## CUSTOMER SERVICE

### What do I do if I get stuck?

- Technical issue: contact [Helpme@catinc.com](mailto:Helpme@catinc.com)
- Customer Service issue: use the following numbers:
  - For FLDBPR professions 1-888-204-6230
  - For FL Real Estate and Appraisers 1-888-204-6289