

AMERICAN BOARD OF® FOOT AND ANKLE SURGERY

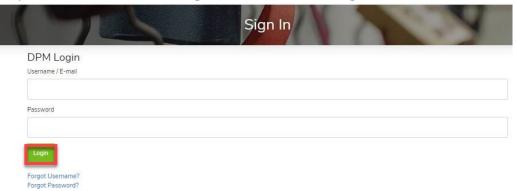
A credential you can trust.®

Registering for the Exam

1. Click on "Login" from the homepage.



2. Enter your username and password. If you do not know your username or password, click on the "Forgot Username?" or "Forgot Password?" links.



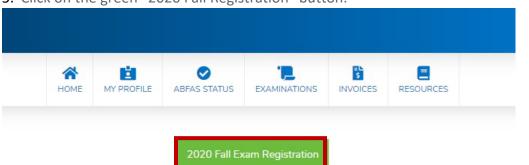
3. Once logged-in to your ABFAS profile, select the "Examinations" tab from the home menu.



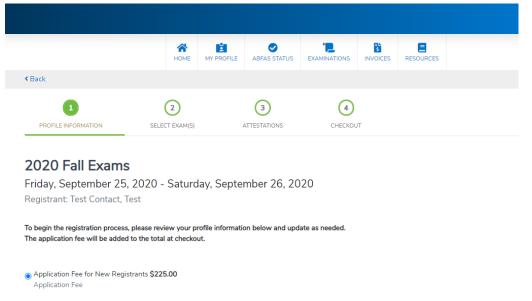
4. Click on the green "Register for an Exam" button.



5. Click on the green "2020 Fall Registration" button.



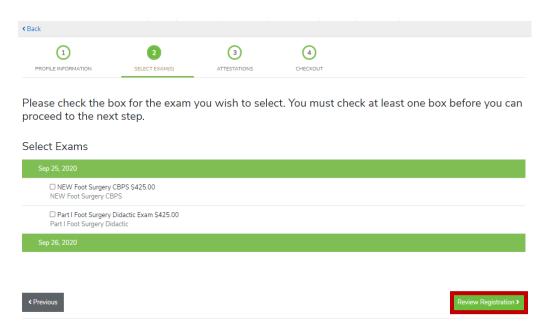
6. Select your Application Fee. Then, confirm your name, address, and phone number information. Once you are done, click the green "Select Exam(s)" button on the bottom of the screen.



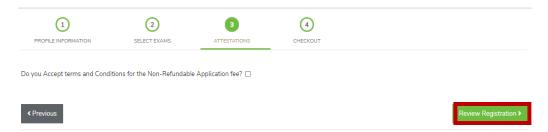
Update Address



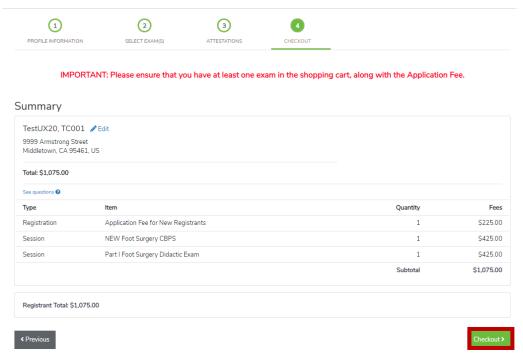
7. Select the exam you wish to register for by checking the box next to each individual exam you wish to select. Then, click on the green "Review Registration" button on the bottom of your screen.



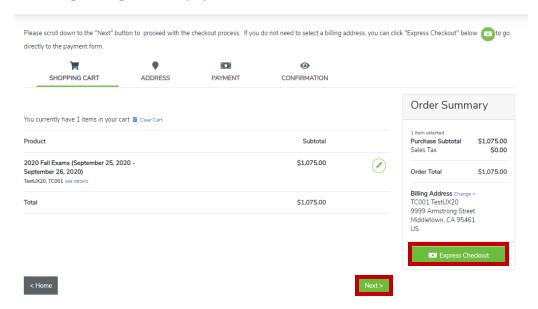
8. Read and accept the terms of the application fee by checking the checkbox. Then, click on the green "Review Registration" button on the bottom of your screen.



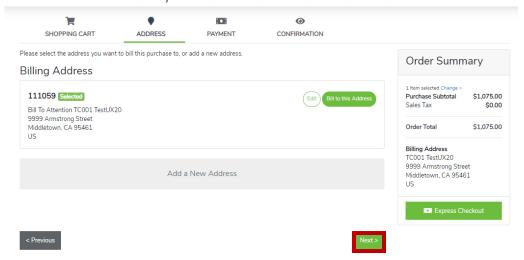
9. You will now have a chance to review the exams you've selected and make sure that the items in your shopping cart are accurate. Once you've confirmed your exam registration info, select the green "Checkout" button to complete the checkout process.



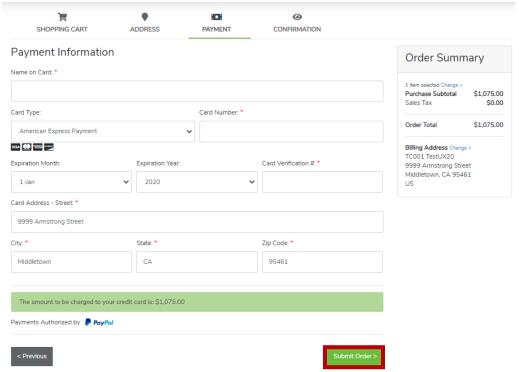
10. Either select "Next" to edit your billing address or select "Express Checkout" to go straight to the payment form.



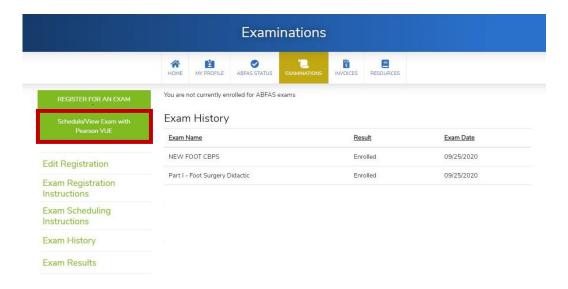
By selecting "Next", you will be able to edit your billing address. Once you are satisfied with your billing address, click the green "Next" button at the bottom of your screen.



Complete the credit card payment form and then select the green "Submit Order" button at the bottom of your screen. "Card Verification #" is the CVV number on the back of the card (Visa/Mastercard -3 digits, AMEX -4 digits)



11. Once you have completed the payment you will be directed back to the examinations tab of your ABFAS profile page. On the left-hand side of the screen, you will see a green button labeled "Schedule/View Exam with Pearson VUE". Click this button and you will be directed to the Pearson VUE website where you can schedule a test site and time.



NOTE: ABFAS strongly encourages early registration and scheduling to secure a preferred location. Late applicants may have to travel to a distant testing center.

- 12. You will receive an email confirmation of your exam registration from ABFAS. If you are unable to schedule an exam or have problems, please contact Pearson VUE at 800-511-6951 or go online for assistance Monday—Friday, 7:00 a.m.—7:00 p.m. Central time.
- 13. To print your registration invoice, click "Invoices" on the top toolbar. You will be directed to your invoice history. Under "Past Invoices" and you will find the link to your registration invoice under "Invoice ID". Click that to view and print your invoice.

