PMP、ACP 紧急缓考注意事项

一、登录基金会官网

进入基金会首页的用户中心,就可以看到紧急缓考按钮



二、填写紧急缓考申请表

(1) 填写好姓名、考号、考试时间以及不能参加考试的原因,做简单描述

Making Project Management Indispensable for Eusiness Results, DK.
Project Management Institute Global Operations Center Four Campus Boulevard, Newtown Square, PA 19073-3299 USA. Tel: +1-61-354-6400, Fag. +1-610-354-6467. E-mail: customercare@pmi.org, Internet: www.pmi.org.
EXTENUATING CIRCUMSTANCE FORM√
€
Who Should Use this Form?. Candidates failing to meet a scheduled appointment with the examination contractor due to an extenuating circumstance such as a medical emergency or death of a family member should use this form. Supporting documentation should accompany this form such as a doctor's note or death certificate, please FAX this from along with supporting documentation to 610-356-0930
Candidates who miss a scheduled appointment for the examination, who do not have any supporting documentation must pay the re-examination rate and complete a Certification Re-Examination Form located at www.pmi.org/certification. Candidates who fail to contact PMI within 72 hours of missing a scheduled appointment must also pay the re-examination rate and complete a Certification Re-Examination Form.
A
NAME (please print clearly)。 " <u>姓名</u> • PMI IDENTIFICATION NUMBER." ·考号
DATE/TIME OF MISSED EXAMINATION APPOINTMENT. 考试时间 BREIFLY DESCRIBE BELOW YOUR EXTENUATING CIRCUMSTANCE (also provide supporting
documentation)。 不能参加考试的原因,简单描述
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• SIGNATURE.
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三、出具证明文件

- (1) 若是服兵役或不可抗力因素的自然灾害,需要出具能客观证明考生服兵役或遇到不可抗力的文件
- (2) 若是因为重大疾病申请紧急缓考,需要出具医疗证明文件,包含(病例外页图片、病历本内页图片、缴费盖章明细图片、诊断书图片)
- (3) 医疗证明翻译文件,需要按照诊断书格式保持一致,翻译过来即可

四、上传文件

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紧急缓考办理截至:	2020-10-01
紧急缓考办理说明:	请下载紧急缓考申请表格后填写完毕并和医疗证明文件上传至该系统。
下载紧急缓考申请表:	点击此处下载
上传紧急缓考申请表:	□ 选择文件
	允许文件类型: *.*, 允许文件大小: 20 MB
上传医疗证明文件:	□ 选择文件
	允许文件类型: *.*, 允许文件大小: 20 MB
上传医疗证明翻译件:	□ 选择文件
	允许文件类型: *.*. 允许 上传医疗证明翻译件
	保存

五、温馨提示

提交紧急缓考资料,请记得及时联系考点考务人员,让考务审核下