

HEARING AID SPECIALISTS

Changes to Examination Process

- The ILE **written** examination is now a Computer-Based Test (CBT) administered by a vendor of the IHS.
- The **rules/regulations** portion of the examination will be administered by the Board on the day of the **practical** exam.
- **ALL applicants must first apply to and be approved by the Board before they are able to take the examination(s).**

STEP ONE: Applying for Licensure

- Apply for Licensure (by exam) by submitting a [Hearing Aid Specialist License Application](#) by the deadline.
- Application deadlines are listed on under the Education & Exams tab on the Board's website (www.dpor.virginia.gov/Boards/HAS-Opticians/).

STEP TWO: Approval and Scheduling to Test

If approved by the Board to sit for the examination(s), the DPOR Exams section will email and mail you a letter. Depending on whether you will be taking one or both examinations, the letter will indicate the date of your practical examination and/or provide instructions to schedule your written examination through the IHS-ILE.

- **NEW CBT Written Examination Process** – Following the notification from DPOR Exams, you will receive an email from the IHS-ILE instructing you to register and create your account. Approximately 72 hours after creating your account, you may log in and schedule your examination within the 60-day window.
 - ! You will only be able to take your examination once in that 60-day cycle. Should you have to re-test, you must re-apply and obtain approval from the Board.
- **Practical & Rules/Regulations Examination Process** – The rules/regulations portion of the written examination will now be administered on the day of the practical exam.