



Course Exam FAQs

Practice Exams

When should I take the practice exam?

You are encouraged to take the practice exam as a pre-test to measure your knowledge when beginning a BOMI course. This will help you target specific areas of content you may need to focus on.

You should also take the practice exam after the class experience to gauge what you have learned and where you need to continue to focus for course exam success.

You may take the practice exam as often as you like, but you should understand that simply memorizing the practice exam questions will not ensure your success on the course exam.

Course Exams

What is the difference between a course exam and a Capstone Experience Exam?

To complete any certificate or designation course, you must pass a course exam for the course with a score of 70% or better. These exams are included in the BOMI Learning Portal and can be completed as part of your course.

Once you have completed all courses in your RPA and/or FMA designation program, and passed each course exam, you will be eligible for the Designation Capstone Experience Exam. This exam is proctored by Pearson VUE Testing Services and can be completed at any Pearson VUE testing center or as an online proctored exam.

For more information on the RPA and FMA Capstone Experience Exam, please see the separate Capstone FAQ.

Am I required to take a course exam?

In order to obtain a BOMI International certificate or designation, you must pass an exam at the end of each required course. If you do not wish to obtain a designation or certificate, or do not plan on applying credit toward a college program, taking an exam is not required.

When can I take a course exam?

The course exam is included with each course and can be completed in the BOMI Learning Portal. Once you've successfully completed all coursework, you will have access to the exam.

How long do I have to take my exam?

You will have six months to complete your exam. This period begins on the date of registration for Online Self-Paced courses, and the first day of class for all other course formats. You have one attempt to take a BOMI course exam. If you do not take your exam within six months, or if you fail the exam, you

may receive additional attempts by paying an Exam Administration Fee to begin a new six-month eligibility period.

What are the exam fees?

The course registration fee provides for one testing session during the eligibility period. If you fail an exam or fail to attempt the exam within the six-month eligibility period, contact BOMI International to pay an Exam Administration Fee for a new six-month eligibility period to reset.

Preparing for the Course Exam

What do I need to do before beginning the course exam?

Everything you need to study for the exam is included in your course materials.

In addition to studying, please review two important documents:

- BOMI International [Non-Disclosure Agreement](#)
- BOMI International [Code of Professional Ethics and Conduct](#)

You will have the ability to read both documents prior to the start of your exam. You will be required to acknowledge that you have read these documents, agree to adhere to them, and verify that no one is helping you before you begin any BOMI course exam.

What will the exam look like?

Your course examination will be composed of multiple-choice questions that ask you to recall the knowledge you have gained in your course. Each exam question offers four possible answer choices. The number of questions and the time limit vary by course:

Ethics Is Good Business	<ul style="list-style-type: none">• 30 questions• multiple choice	60 minutes
HP designation courses	<ul style="list-style-type: none">• 50 questions• multiple choice• scenario-based	90 minutes
All other RPA*, FMA, SMA, and SMT courses	<ul style="list-style-type: none">• 100 questions• multiple choice	90 minutes

*For the Real Estate Investment and Finance course exam, you will need your financial calculator.

Each course includes Practice Exam questions in the same format as the Course exam.

All exams require a score of 70% or higher to successfully pass. Further exam instructions are provided within each course.

How quickly should I take the exam after we finish our last chapter?

Each learner is unique. Whether you take your course exam right away or spend extra time preparing is up to you in terms of how comfortable you feel with the material.

I require extra time to complete my exam. How will you accommodate special needs?

If you require special accommodations, contact an Education Coordinator in the United States at 800.235.2664 or service@bomi.org. In Canada, contact us at 800-867-6049 or service@bomicanada.ca. BOMI International will require documentation to determine the accommodation needed.

Exams with special accommodations must be taken at a Pearson VUE testing center. If special accommodations are requested, we will contact Pearson VUE with your request, at which point a decision will be made how to best accommodate your need. Accommodations may include extra time and/or breaks.

Once approved, we will provide you with a phone number to call Pearson VUE and schedule your exam.

Post-Course Exam

Exam Content Comments/Feedback

You are not allowed to copy any exam questions. Because of the need for test security, BOMI International will not release exam questions or answers to students.

Questions?

In the United States:



410-974-1410
800-235-2664
service@bomi.org
bomi.org

In Canada:



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