



LEED™ GREEN ASSOCIATE EXAM PAPER BASED TESTING

Trinidad & Tobago Green Building Council is pleased to offer the USGBC LEED Green Associate Exam. This will be the paper based version (PBT) of the exam.

Date: Saturday 17th January 2015

Time: 9:30AM – 11:30AM. Candidate are asked to arrive by **8:45AM**

Venue: University of the West Indies Teaching and Learning Centre, Lecture Theatre B,
St. Augustine Circular Road, St. Augustine,
(Opposite UWI Sport and Physical Education Centre SPEC). Parking will be available on-site.

COSTS

TTGBC Registration & Local Administration Fee (cheque payment only)

TTGBC Members	\$1200 TTD
Non-Members	\$1600 TTD

AND

USGBC Exam Fee (to be paid online)

USGBC Member	\$200 USD
Non-Member	\$250 USD

Deadline for Registration and payment **Friday 19th December 2014**

Candidates must register with TTGBC before paying USGBC exam Fees. All fees are non-refundable and non-transferable.

SPACES ARE LIMITED. PLEASE REGISTER EARLY!



LEED Green Associate Exam (PBT) TTGBC Registration Form
Saturday 17th January 2015

Name:	
Phone Contact:	
Email:	
Company:	

Please tick one of the following (payment by cheque only)

- | | | |
|-----------------------------------|--------------------------|---------------|
| TTGBC Individual member | <input type="checkbox"/> | \$1200.00 TTD |
| I work for a TTGBC Company member | <input type="checkbox"/> | \$1200.00 TTD |
| Non-Member | <input type="checkbox"/> | \$1600.00 TTD |

I have read, understood and agreed to the exam rules and regulations

Registration Process

1. Complete this registration form and submit with payment by cheque to TTGBC (45 Cornelio Street, POS). Please make cheques payable to *Trinidad and Tobago Green Building Council*
2. TTGBC will email you with confirmation of receipt of payment.
3. Upon receipt of confirmation from TTGBC, sign up online for your USGBC account (free) at <http://www.usgbc.org/registration/create-user>
4. Sign up and pay for Green Associate exam online at <http://www.usgbc.org/exam-registration/exam?exam=2773636>

NOTE: You should apply, register and pay for your exam in the same way as you would for a Prometric computer based exam, however STOP AT and DO NOT CLICK "Schedule an Exam".

5. On the payment confirmation page you will see a USGBC/GBCI Eligibility ID. Please email your Eligibility ID to info@ttgbc.org

Please contact info@ttgbc.org if you have any questions or issues with the registration process.



Exam Rules & Regulations

Due to the manual nature of this event, all fees are non-refundable and non-transferable.

The security of the exam is our utmost concern. As such:

1. Candidates must follow ALL of the procedures that are outlined in the Candidate Handbook including rules regarding personal identification
2. Although the exam itself is 2 hours, the actual seat time will be 2.5 hours to cover all the administrative activities that most occur. Candidates should arrive promptly at the designated test time and any candidate that is late will NOT be permitted to test. There will be no exceptions to this or any rule.
3. Candidates are not allowed to bring **anything** into the testing area – not even a dictionary or water. Paper, pencils and a calculator will be provided to each candidate at the beginning of the test session and will be collected at the end. Candidates will not be able to leave with notes or anything from the test session.
4. Candidates must follow the directions of the Prometric proctors at all times
5. Because of the manual nature of the PBT event, **we cannot accommodate last minute exchanges of candidates. Only those candidates listed on the final roster will be permitted to test. No walk-ins or exchanges will be accommodated. If a candidate's name is not on the roster, they will not be permitted to test.**

