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## Application Cancellation Request Form

Candidates who wish to discontinue the Certification process may submit this form to request a refund of the examination fee only. **ACRP will not refund fees for cancellation requests received less than 5 days prior to the scheduled exam, or the end of the current exam offering.**

You **must** cancel your Exam appointment, if one was made, prior to submitting this request. Cancellations are permitted by Prometric **up to 5 days prior** to your Exam appointment. To cancel an appointment, contact the testing center directly at (800) 853-6769. Prometric may charge for cancellations - refer to the *Certification Handbook's Cancellations* section.

This request may only be made by the applicant, regardless of whether the exam fee was paid by the candidate or another party.

Candidate Name (printed): \_\_\_\_\_

Name of Exam: \_\_\_\_\_

- I have canceled my exam appointment with Prometric at (800) 853-6769.
- I did not schedule an exam appointment.

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email this form to ACRP online at [www.acrpnet.org/contact](http://www.acrpnet.org/contact).