

# FNGLA Certified Horticulture Professional (FCHP)

## ***Student Registration Link and Instructions***

Registration link for student taking FNGLA's Certified Horticulture Professional Exam:

<https://profile.fn gla.org/merchandise?id=02230cb7-26dd-ec11-b5cf-0003fff84415>

Each student must be registered online individually a minimum of 10 days before the beginning of testing to give FNGLA time set up the proper exams for the students.

*Exam application instructions:*

- It will ask them to log in. They click the bottom of the box to CREATE PROFILE.
- Be sure they type their name exactly how they want their certificate to be printed. We will not correct spelling or capitalization.
- They can choose to answer the "Additional Information" or not.
- On the next screen, under "Your Organization Information" be sure they type in their high school exactly as it should be listed. On the next screen it will verify they want to choose their high school. If they do not choose their high school from the dropdown, they will not be connected to the school and we will not receive their application.
- Skip the next two screens for the school's address. We already have it.
- Be sure they fill out "Your Address Information" with their home address, or they will not receive their certification packet in the mail.
- They can skip the phone number, if they want.
- Then they will get a screen showing the exam registration they are purchasing. Click in the lower right on the green button which says REVIEW & CHECKOUT.
- On the next screen, click on the green button which says SUBMIT and they are done!