



Credentialing Payment Options

Credentialing Fees

- \$40 One-Time Registration Fee
 - Applicable to all who wish to test for a NIMS credential (instructors/trainers included)
- \$35 Fee for Level I Theory Exams
 - NIMS-Accredited programs receive a 20% discount (\$28 per test)
 - Waived for instructors/trainers who wish to test
- \$50 Fee for Level II Theory Exams
 - NIMS-Accredited programs receive a 20% discount (\$40 per test)
 - Waived for instructors/trainers who wish to test
- \$50 Fee for Level III Theory Exams
 - NIMS-Accredited programs receive a 20% discount (\$40 per test)
 - Waived for instructors/trainers who wish to test

Pay As You Go

The NIMS website accepts payment by credit card at the time of registration and testing. A confirmation page after payment may be printed as a receipt. A second receipt is emailed to the individual making the purchase.

Pre-Pay

Calculate the total amount of spending that is expected (registration + exam fees) and pay in advance of testing by way of one of the following options:

- Credit card – Call NIMS staff at (703) 352-4971 and a support rep will process the transaction.
- Purchase order – Send a copy to NIMS by fax (703-352-4991) or by email (support@nims-skills.org)
- Check – Mail to NIMS, 10565 Fairfax Blvd., #10, Fairfax, VA 22030

When payment is received a NIMS support rep will put the funds into an *account* then contact you to provide a four-digit *account code* with which individuals can pay for registration and exam fees.

Any leftover funds will remain available for use at any time. Unused funds do not expire.

1-Year Credentialing Implementation Plan (a.k.a. Flat Rate Plan)

Recommended for programs with high volume testing, this plan allows a single \$5,250 payment to receive one calendar year of unlimited registration and exam fees. Subscribers receive a four-digit *account code* to use for the duration of the one-year term. NOTE: The subscription is location-based and *account codes* may not be shared by multiple training locations.