



PEARSON VUE  
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## PEARSON VUE PAYMENT VOUCHER PROGRAM

The “Pearson VUE Payment Voucher” program is designed to reduce employer expense in processing individual checks for a group of candidates applying to take the Pearson VUE National Nurse Aide Assessment Program (NNAAP™) examination. “Pearson VUE Payment Vouchers” are **non-refundable**.

An employer who wishes to utilize a more secure payment method instead of issuing individual checks can purchase “Pearson VUE Payment Vouchers”. Each voucher is recognized as a single examination fee. A minimum of ten vouchers must be purchased in advance by submitting a check to Pearson VUE equal to the number of vouchers being purchased plus a \$25.00 processing fee. You may purchase more than ten vouchers at any time. You are not required to submit the names of the individuals who will be using the vouchers when submitting payment.

For example, if an employer or a nurse aide training program submits a check to purchase twenty vouchers, the purchase breakdown might be as follows:

▪ 10 Vouchers at \$95.00 (10 x \$95.00)	\$950.00 – CO Nurse Aide Written & Skills
▪ 2 Vouchers at \$95.00 (2 x \$95.00)	\$190.00 – CO Nurse Aide Oral English & Skills
▪ 3 Vouchers at \$95.00 (3 x \$95.00)	\$285.00 – CO Nurse Aide Oral Spanish & Skills
▪ 2 Vouchers at \$25.00 (2 x \$25.00)	\$ 50.00 – CO Nurse Aide Written Exam
▪ 3 vouchers at \$70.00 (3 x \$70.00)	\$210.00 – CO Nurse Aide Skills Exam
▪ Processing Fee	<u>\$ 25.00</u>
<b>Total Cost</b>	<b>\$ 1710.00</b>

Requests for “Pearson VUE Payment Vouchers” should be sent to:

Pearson VUE  
PO Box 13046  
Philadelphia, PA 19101-3046  
Attn: Accounting Department

As an added security measure, each voucher order along with the required payment must include written instructions where to mail the vouchers and to whose attention. Upon receipt of payment and mailing instructions, the ordered vouchers will be shipped via Federal Express within two weeks. Since vouchers are recognized as real dollars, Pearson VUE cannot replace any vouchers that are stolen or lost. “Pearson VUE Payment Vouchers” should be kept in a secure environment to protect against any fraudulent or unlawful use. Vouchers are printed on security paper to protect against unlawful duplication and any other attempt to alter the document.

Each voucher is a two-part perforated document: the upper portion of the voucher should be retained as a business record with the name of the candidate to whom the voucher is assigned; the lower portion should be given to the candidate for inclusion with their CO nurse aide examination application. A completed examination application, the voucher, along with any required supporting documentation, should be mailed to Pearson VUE’s Denver office (the mailing address appears on the examination application) for processing and scheduling of an examination date.