

## **Provision for Examination Fees Paid by Employers**

Any Employer that has paid for an Applicant's Examination Fee has the right to cancel an Application, or Examination Registration with or without a set appointment, and request a refund, or transfer of fees paid to another Employee's Application, at any time. This must be done by submitting their request writing to the NBCOT office. A \$50.00 processing fee will apply to all transfers or cancellation refunds. Please refer to the "[Complete Cancellation of Registration](#)" outline above for specific guidelines and requirements. Test Administrative Cancellation Fees will apply per the "[Examination Appointment Policies](#)" above. All requests will be considered on a case by case basis. Any complaints from the Applicant or Registered Candidate relating to an Examination cancellation or transfer that was made by an Employer, and approved by the NBCOT, are to be addressed between the Applicant or Registered Candidate and the Employer. Any issues arising from any Employer cancelling an Application, or Examination Registration with or without an Exam Appointment will not be mediated, arbitrated or involve the National Board for Certification of Orthopaedic Technologists, Inc. in any way.