ARIZONA SCHOOL OF REAL ESTATE & BUSINESS

Part of Hondros Education Group

Scheduling to take your final school exam through ProctorU®, an ADRE approved 3rd party proctor.

Arizona Sales & Broker Pre-license

Please note:

You will not be able to schedule a proctored exam through ProctorU® until you have completed all of your course requirements.

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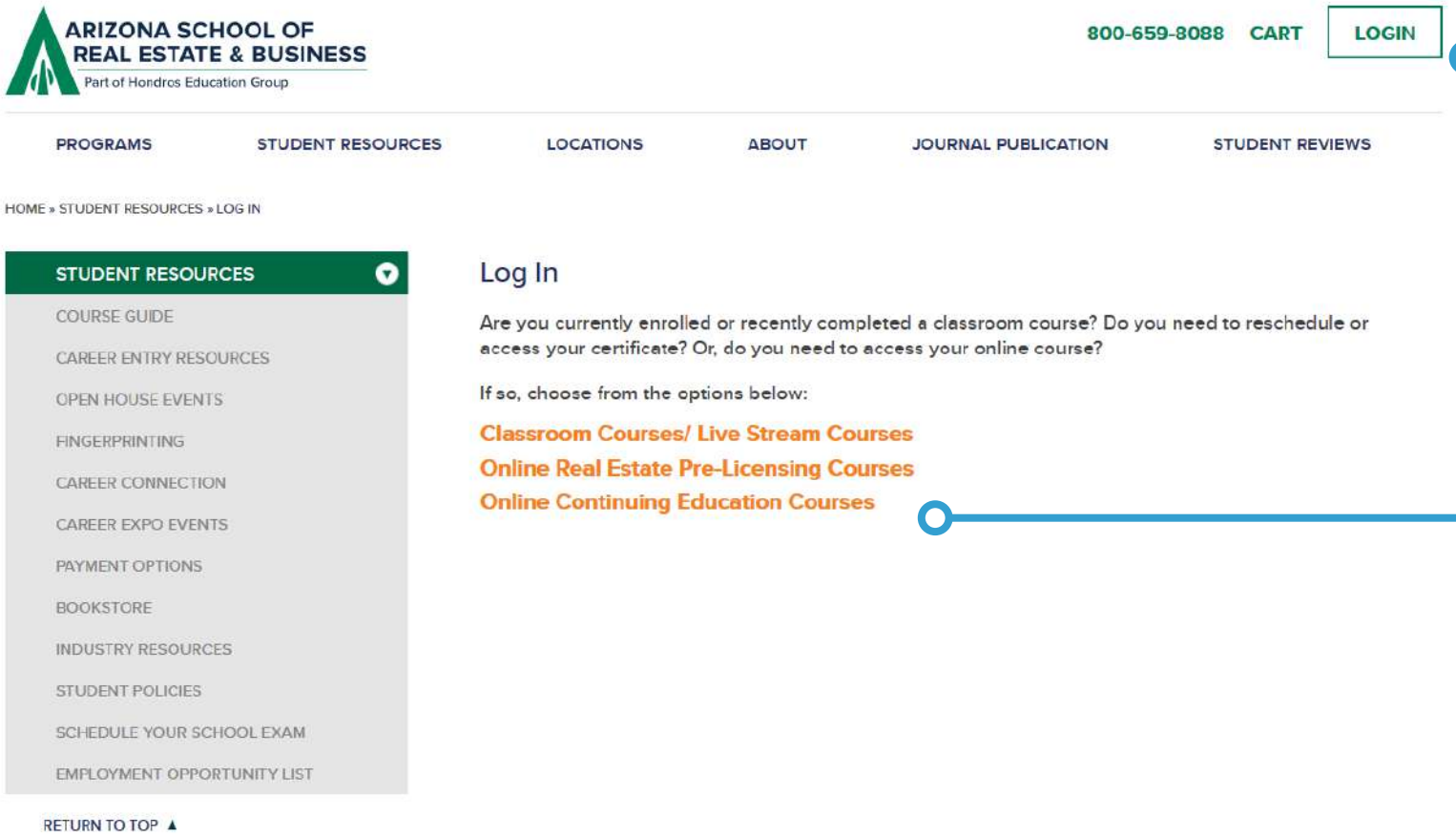
Step 1

Sign into your student account



Visit www.asreb.com and click on LOGIN in the top right corner

Choose from the options according to the class you completed

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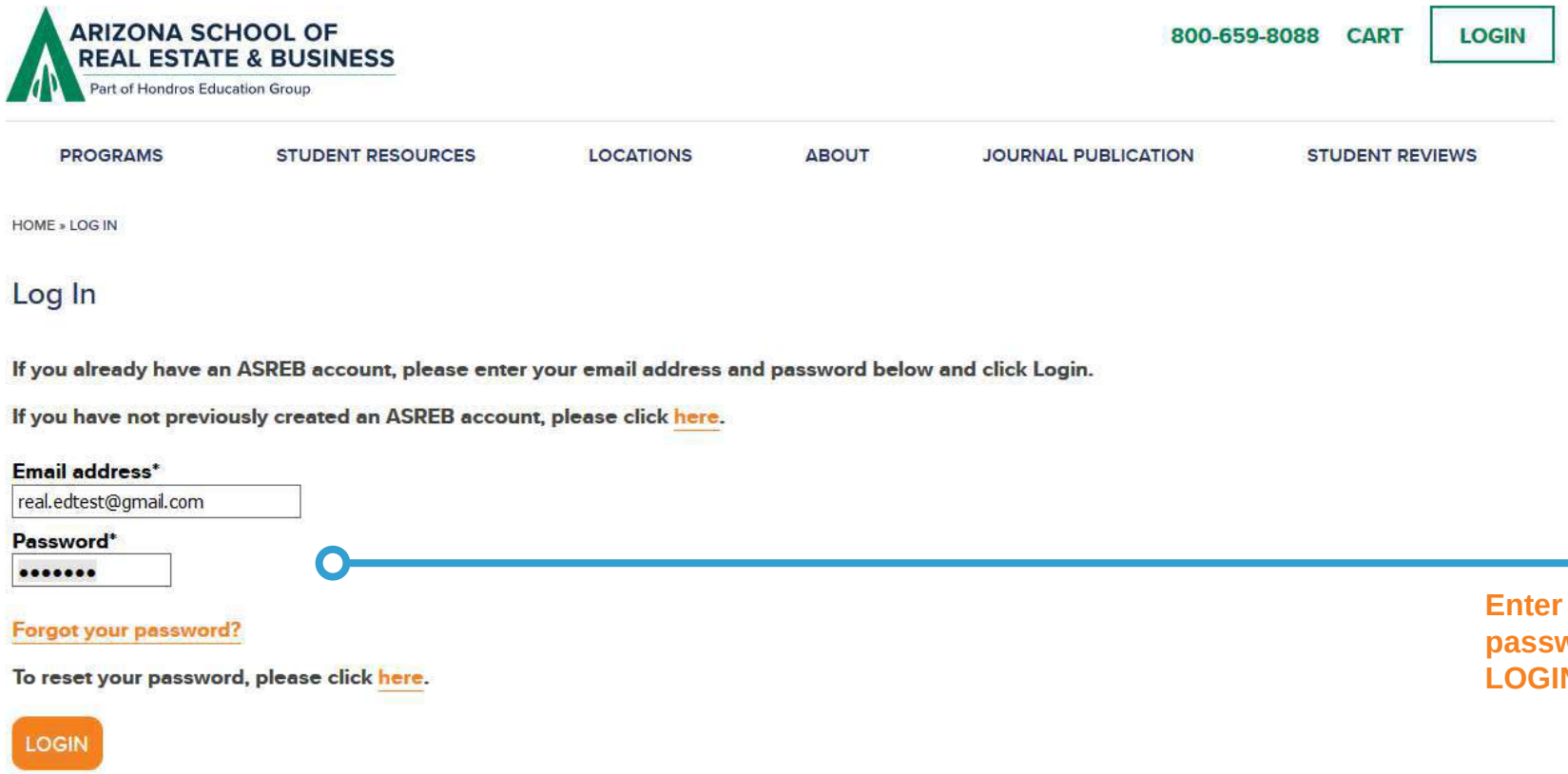
Step 1

Sign into your student account



Enter your email and password, then click LOGIN

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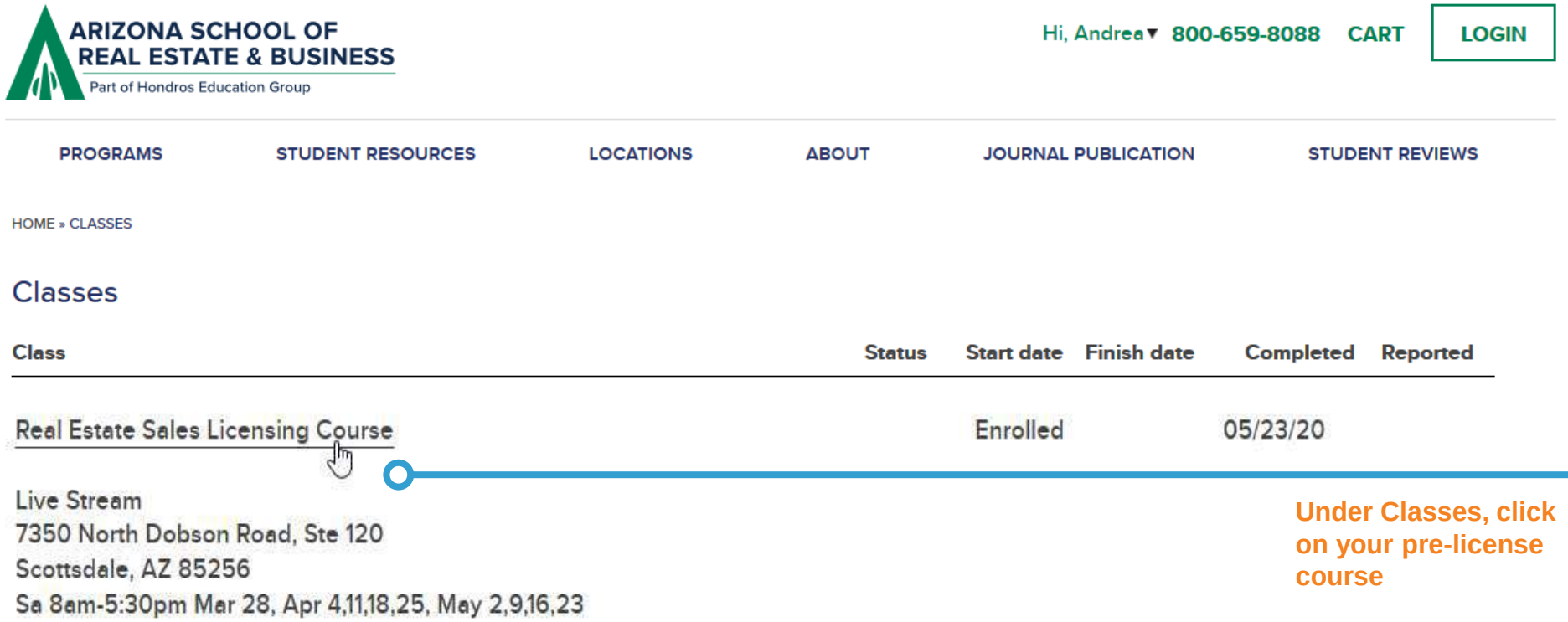
Step 2

Select your pre-license course



Under Classes, click on your pre-license course

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Step 3

Verify BioSig-ID | Online Pre-license Students

All students scheduling to take the Real Estate Sales or Real Estate Broker pre-license school exam through ProctorU® must set up a BioSig-ID.

Online Pre-license Course Student

- **You have been using a BioSig ID during your online course, you will continue to use the same BioSig-ID for your proctored exam. No need to set up a new one.**
- **Verification will take place just prior to your proctored scheduled exam time. To verify sign into your student account, click on your online course, then under the exam section where you can click HERE to enter in the BioSig-ID you have used during your online course**

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Step 3

Verify BioSig-ID | Livestream/Classroom Students

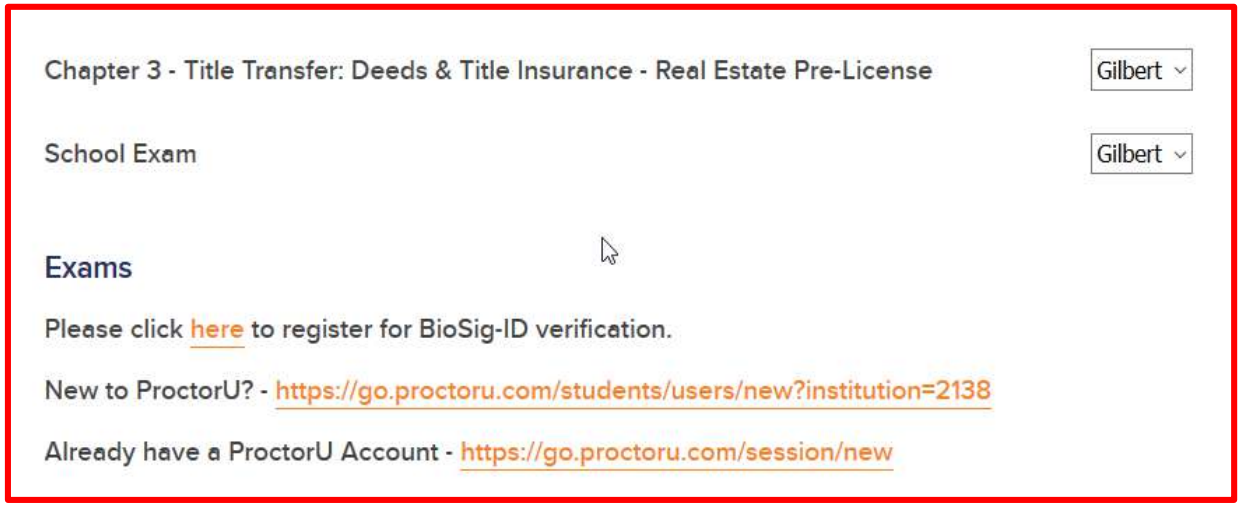
All students scheduling to take the Real Estate Sales or Real Estate Broker pre-license school exam through ProctorU® must set up a BioSig-ID.

Classroom/Live stream Prelicense Course Student

If you took classes in the classroom or in a livestream format you will need to set up a BioSig-ID prior to taking your exam with ProctorU®. Once created, it will be the same each time you sign in.

Create BioSig-ID

- **Sign into you online account**
- **Click on your course**
- **Scroll down to EXAMS click HERE to create you BioSig-ID**



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Verify BioSig-ID | Livestream/Classroom Students

Step 3

Create a BioSig-ID

Select a device

- **Mouse**
- **Stylus**
- **Touchpad**
- **Touch Screen**

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Verify BioSig-ID | Livestream/Classroom Students

Step 3

Enrollment

Follow the prompted instructions

- **Keep it simple**
- **X, V, Lines work well**

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Verify BioSig-ID | Livestream/Classroom Students

Step 3

Create Click ID Backup

- **Once you have entered in your BioSig-ID you will set up a back up click ID**
- **Follow the prompted instructions**

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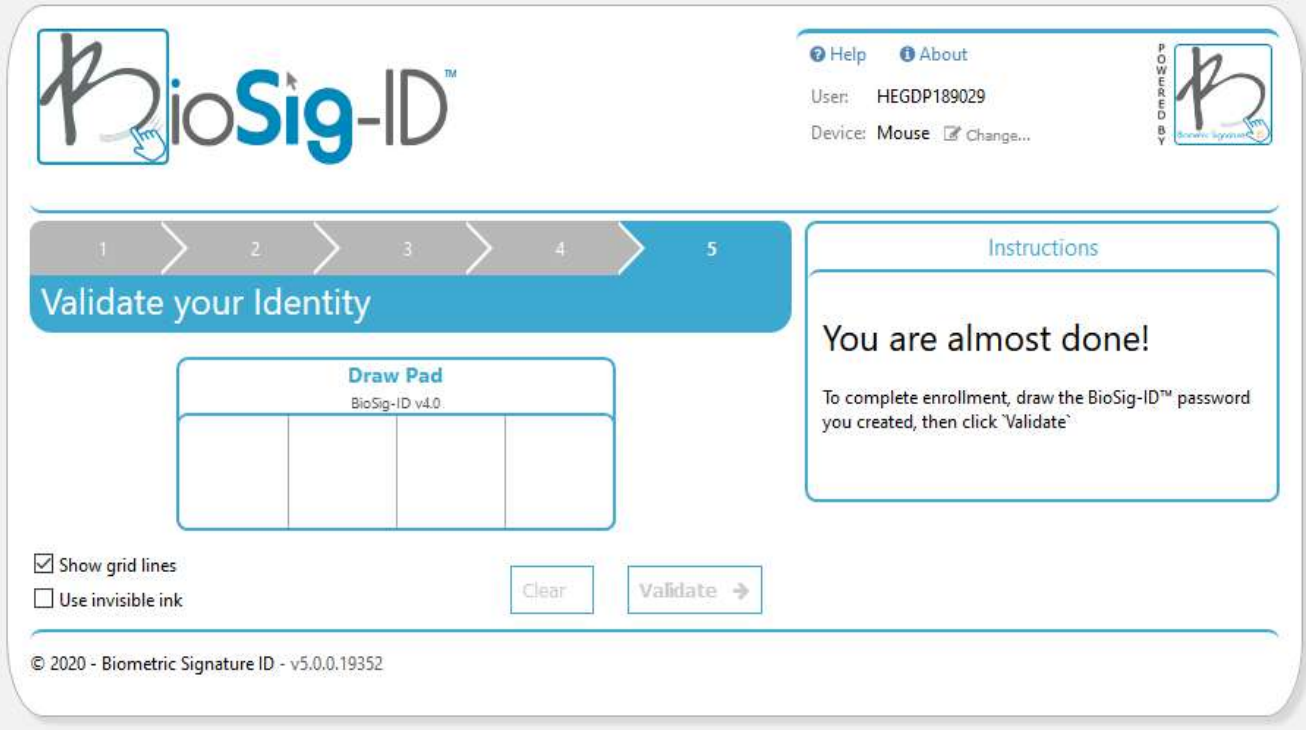
Verify BioSig-ID | Livestream/Classroom Students

Step 3

Validate to complete setup

Once you have completed your BioSig-ID and back up click ID you will be prompted to enter your BioSig ID one last time to complete the setup.



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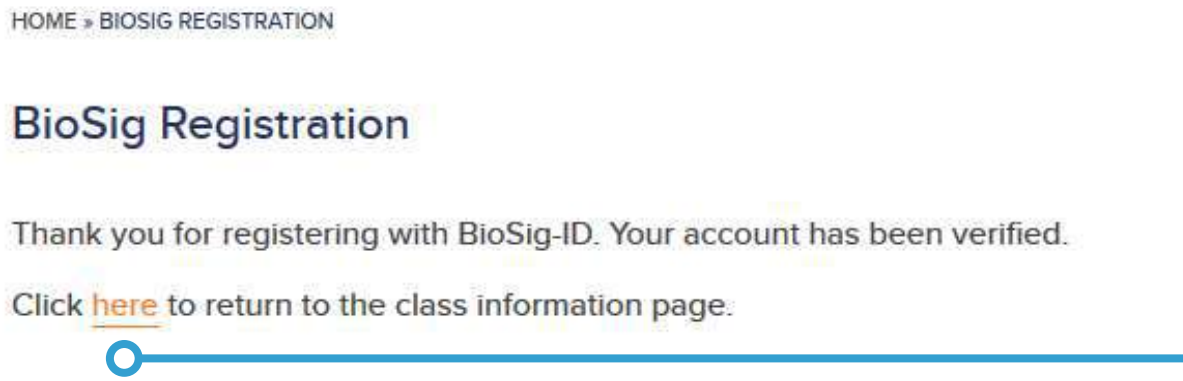
Verify BioSig-ID | Livestream/Classroom Students

Step 3

Confirmation Page

Once you have set up your BioSig ID, select "Click here to return to the class information page" to continue with the next steps to schedule your school exam through ProctorU®.



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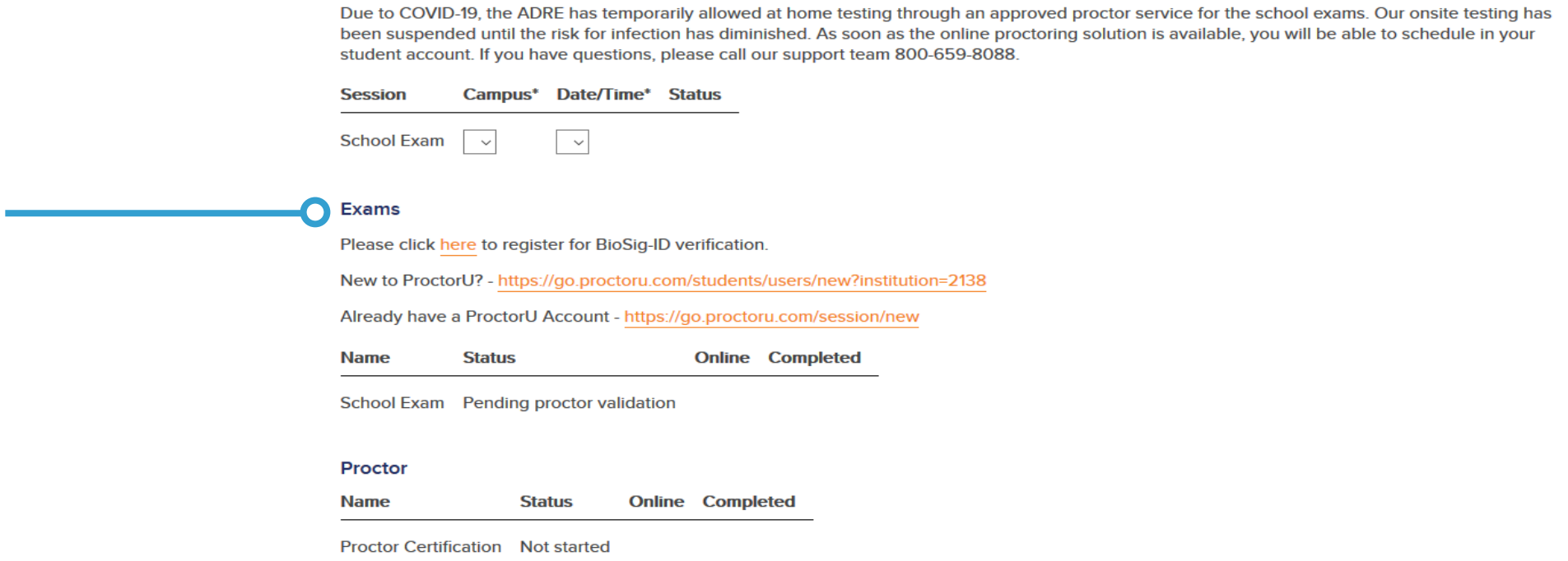
Step 4

ProctorU®

Class Information Page

- Click on your prelicense class
- Scroll down to the EXAMS section



Due to COVID-19, the ADRE has temporarily allowed at home testing through an approved proctor service for the school exams. Our onsite testing has been suspended until the risk for infection has diminished. As soon as the online proctoring solution is available, you will be able to schedule in your student account. If you have questions, please call our support team 800-659-8088.

Session	Campus*	Date/Time*	Status
School Exam			

Exams

Please click here to register for BioSig-ID verification.

New to ProctorU? - https://go.proctoru.com/students/users/new?institution=2138

Already have a ProctorU Account - https://go.proctoru.com/session/new

Name	Status	Online	Completed
School Exam	Pending proctor validation		

Proctor

Name	Status	Online	Completed
Proctor Certification	Not started		

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Step 4

ProctorU®

Due to COVID-19, the ADRE has temporarily allowed at home testing through an approved proctor service for the school exams. Our onsite testing has been suspended until the risk for infection has diminished. As soon as the online proctoring solution is available, you will be able to schedule in your student account. If you have questions, please call our support team 800-659-8088.

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Name	Status	Online	Completed
School Exam	Pending proctor validation		

Proctor

Name	Status	Online	Completed
Proctor Certification	Not started		

New To ProctorU®?

If you have never tested with ProctorU click on the link next to the new to proctor option.

Already have a ProctorU® Account?

If you already have a ProctorU® account click the link next to Already have a Proctor U account? To sign in and take or schedule your school final exam.

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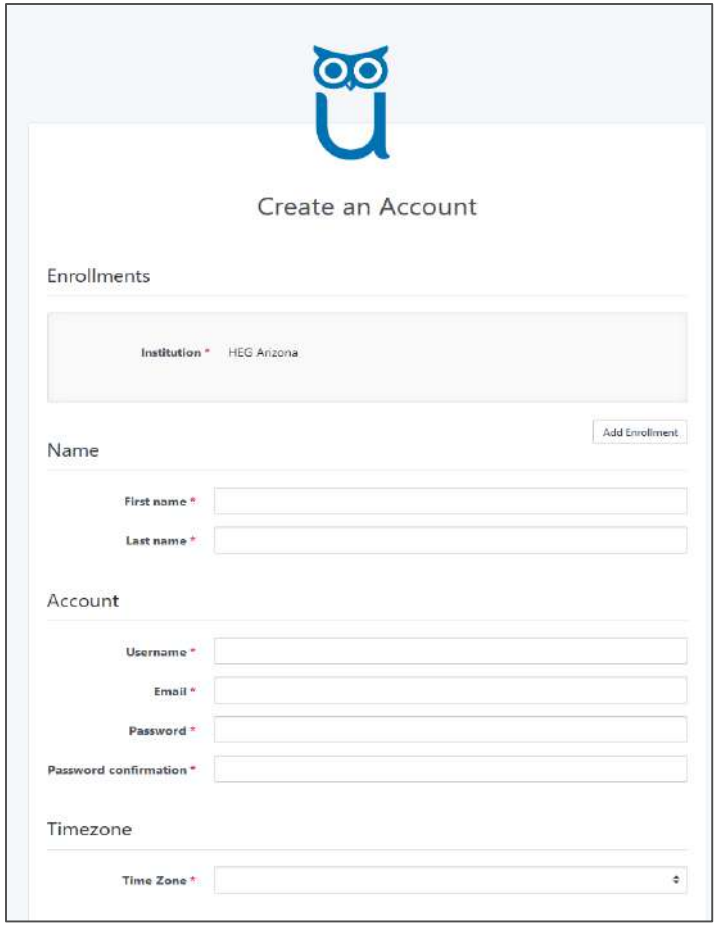
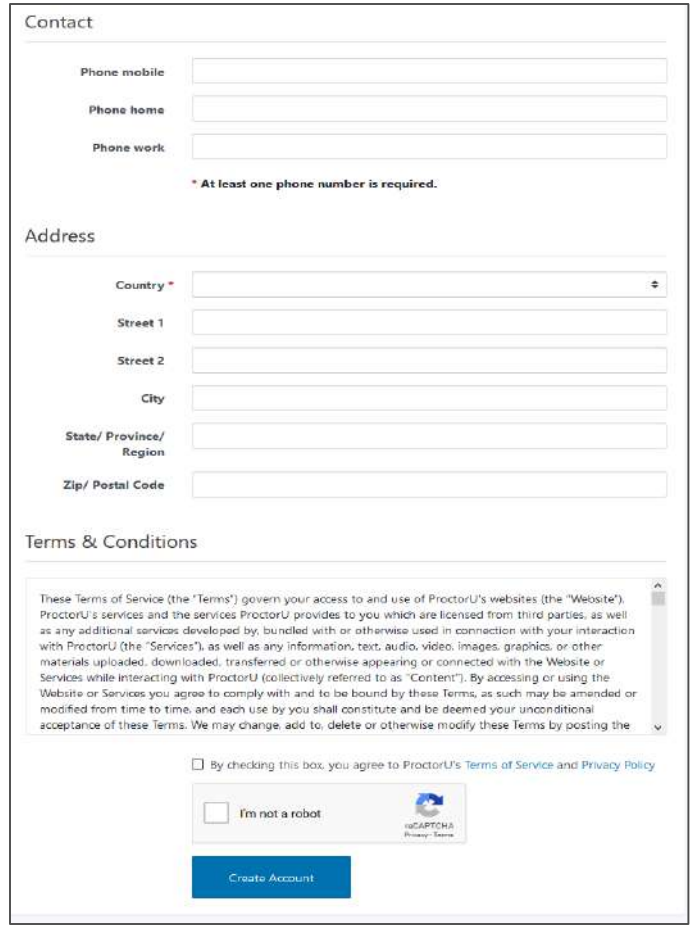
ProctorU® - Creating a new account

Step 4

Creating ProctorU® Account

Fill in required information then click CREATE ACCOUNT.





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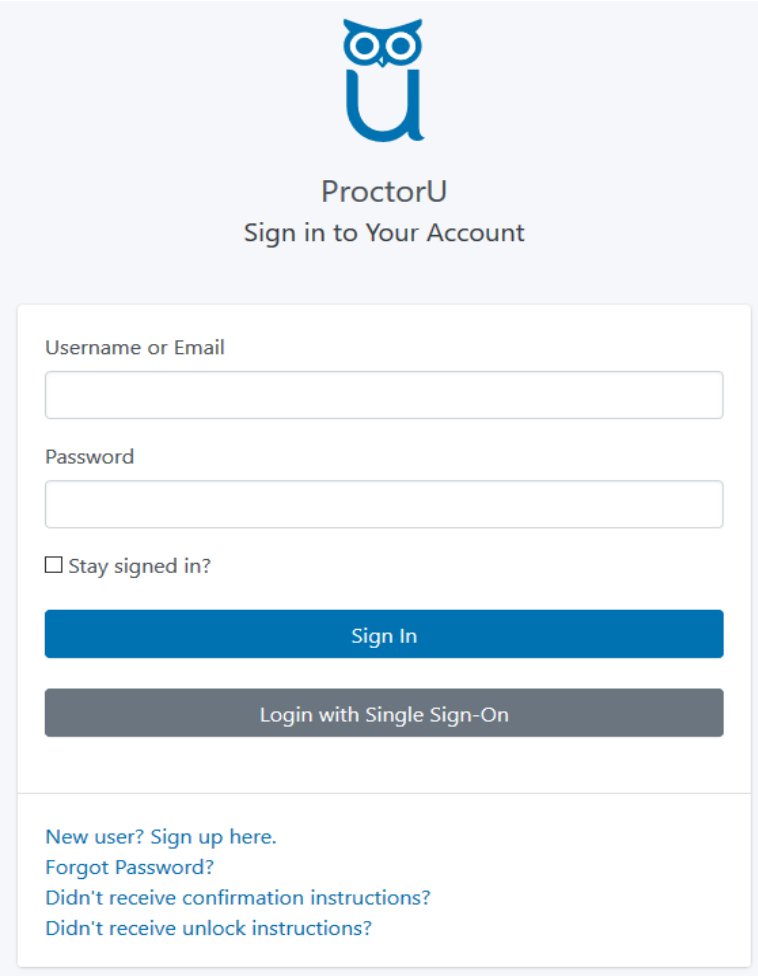
ProctorU® - Signing into an existing account

Step 4

Signing into an Existing Account

Enter in your Username/Email and Password and click Sign In



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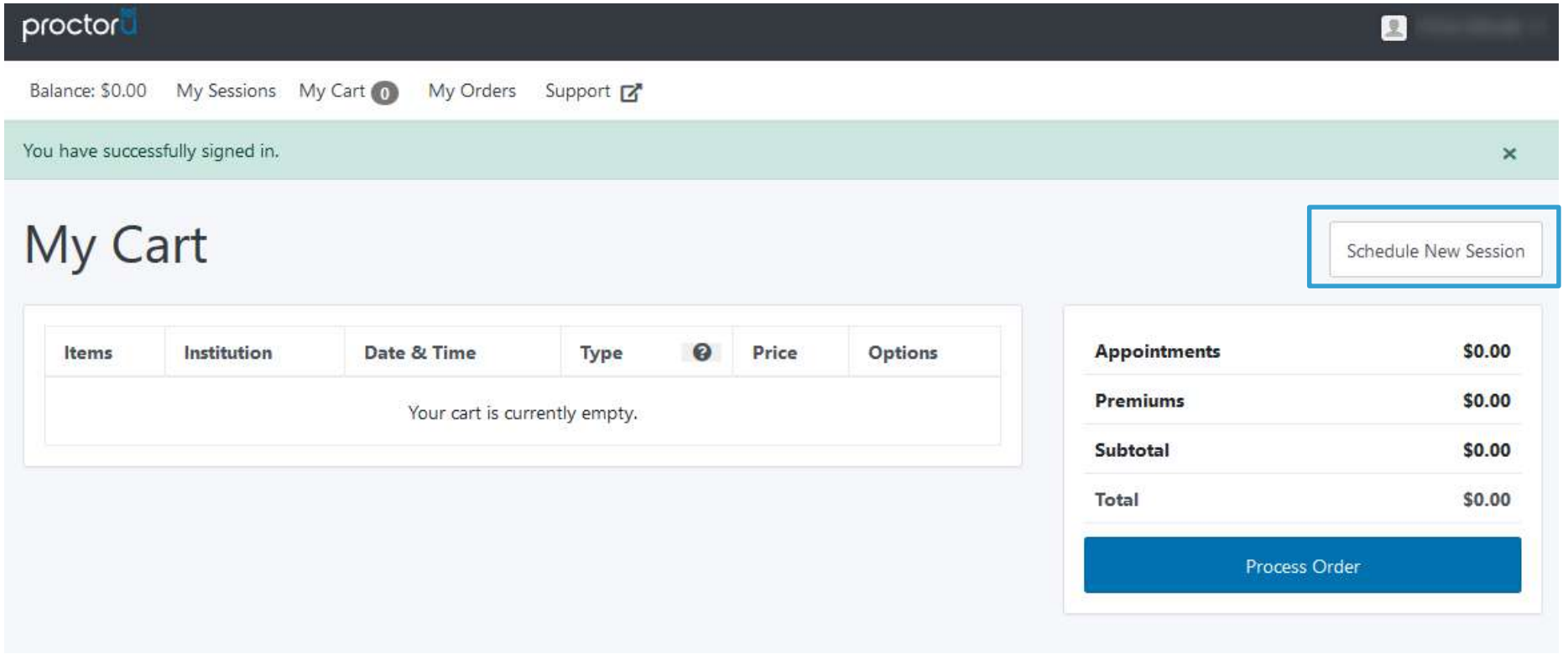
Step 4

ProctorU® - Scheduling

Reminder: As long as you schedule your exam 72 hours or more out, the exam fee will be covered.

Click Schedule New Session



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Step 4

ProctorU® - Scheduling & selecting your exam

You will need to tell ProctorU® which exam you will be taking. Make sure you choose the correct option so that you can complete your exam.

Arizona School of Real Estate & Business Exams

Salesperson Pre-license
- ASREB - Sales Prelicensing Exam

Broker Pre-license
- ASREB - Broker Prelicensing Final

Hogan School of Real Estate Exams

Salesperson Pre-license
- Hogan School - Sales Prelicensing Final

Broker Pre-license
- Hogan School - Broker Pre-licensing Final

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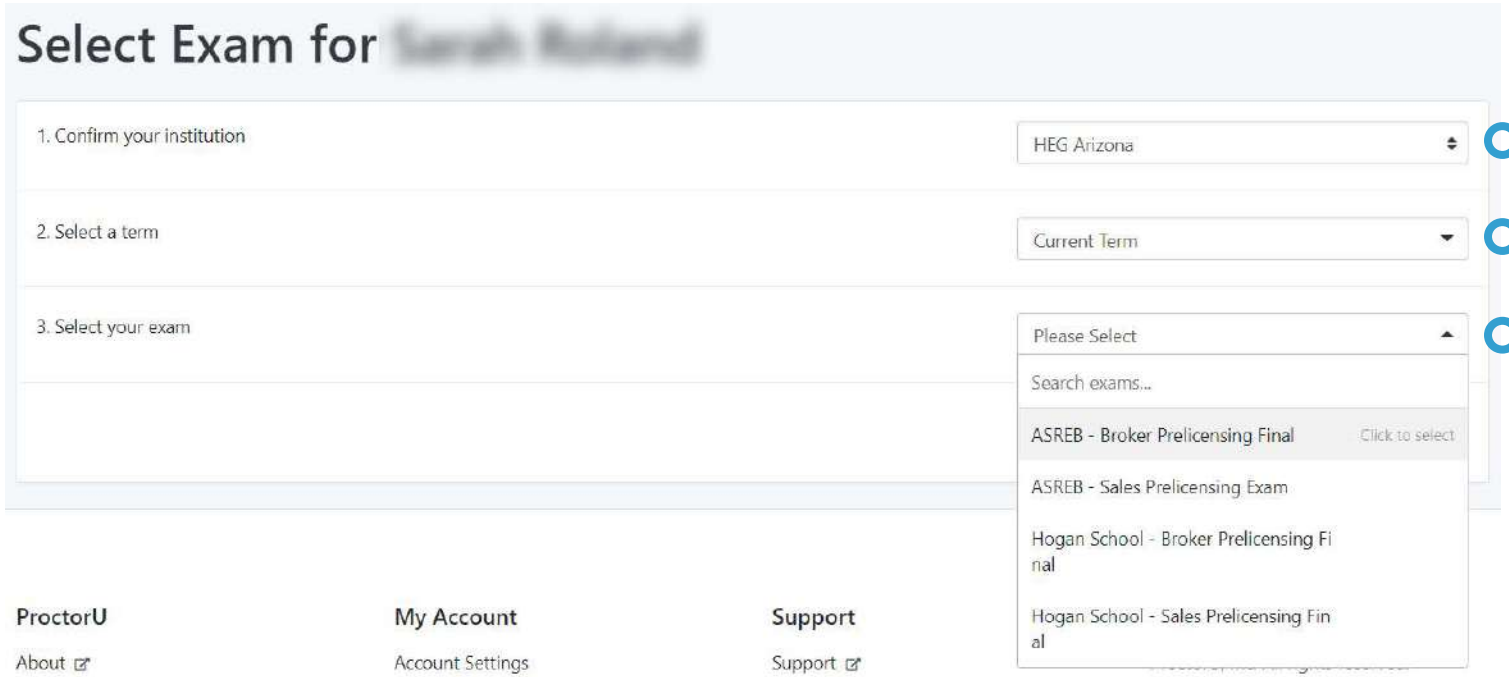
ProctorU® - Scheduling & selecting your exam

Step 4

You will need to tell ProctorU® which exam you will be taking. Make sure you choose the correct exam in order to receive proper credit. If you are unable to select a term you may need to switch to a different web browser.



HEG Arizona

Current Term

Select your exam from the drop down menu.

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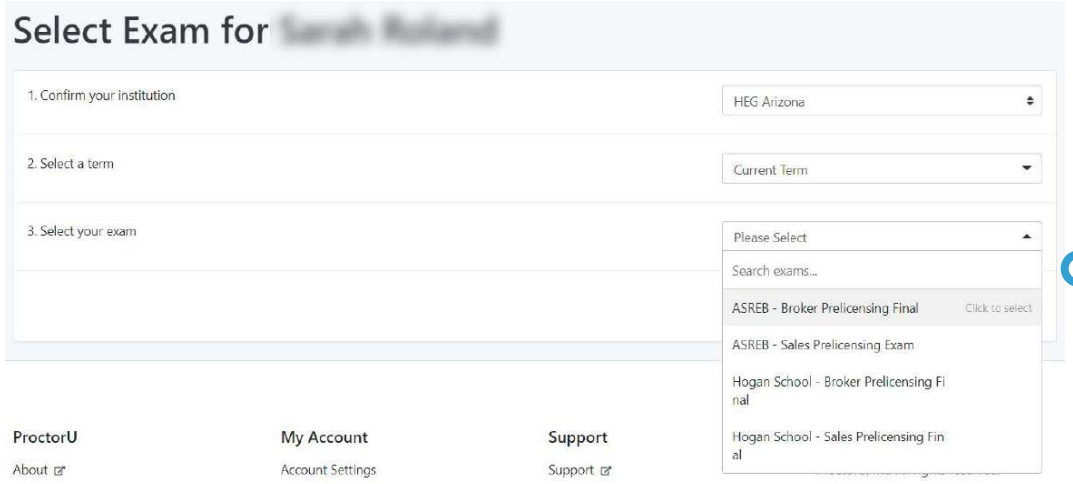
Step 4

ProctorU® - Scheduling & selecting your exam

You will need to tell ProctorU® which exam you will be taking. Make sure you choose the correct exam in order to be able to test.



Select your exam from the drop down menu.

Click FIND SESSIONS

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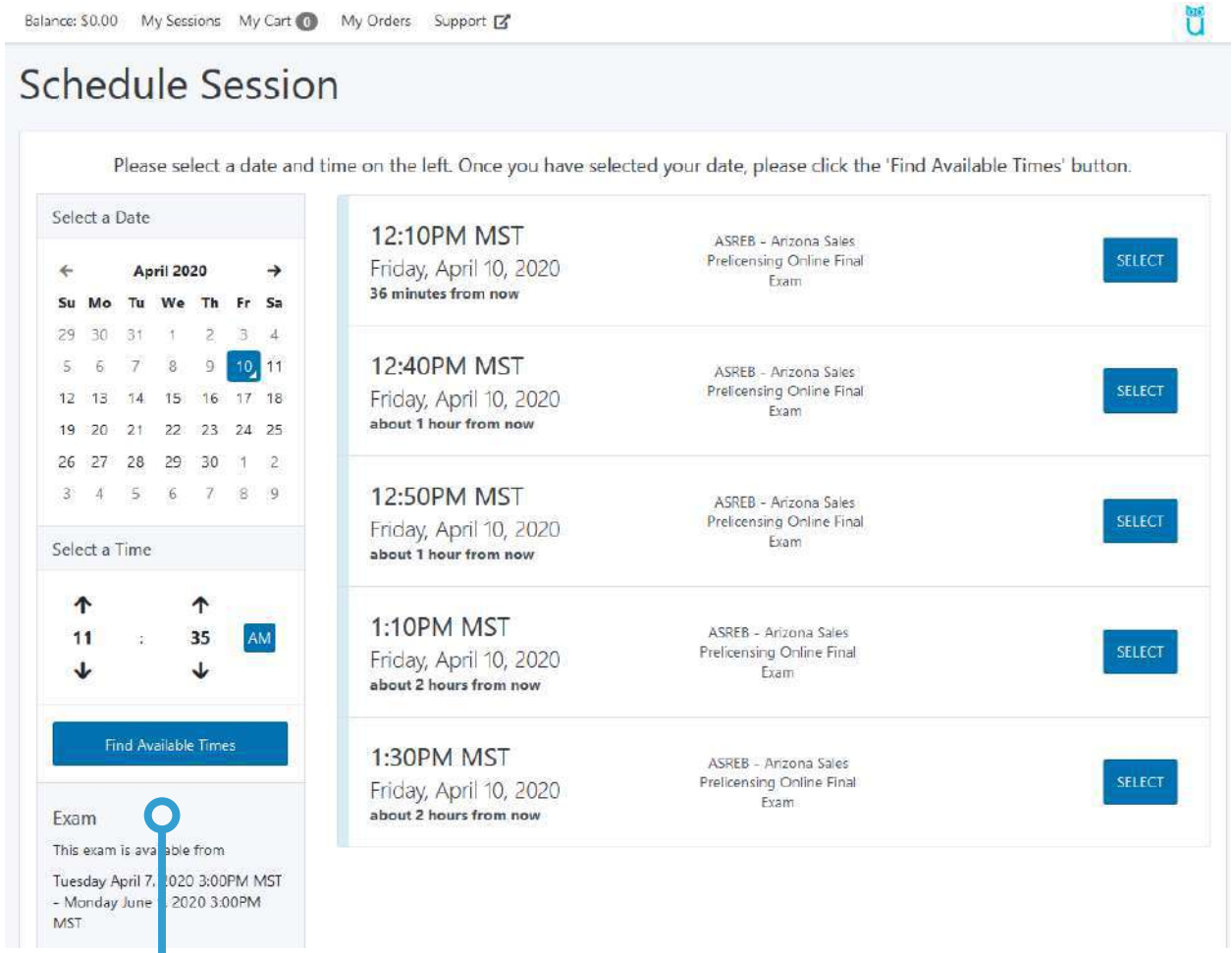
ProctorU® - Scheduling & selecting your date

Step 4



NOTE:

Available exam times may be delayed based on ProctorU® availability.

Use the calendar to select a date and the dropdowns to select a Time, then click Find Available Times. Click Select button next to the session desired.

Choose a Time and click Find Available times

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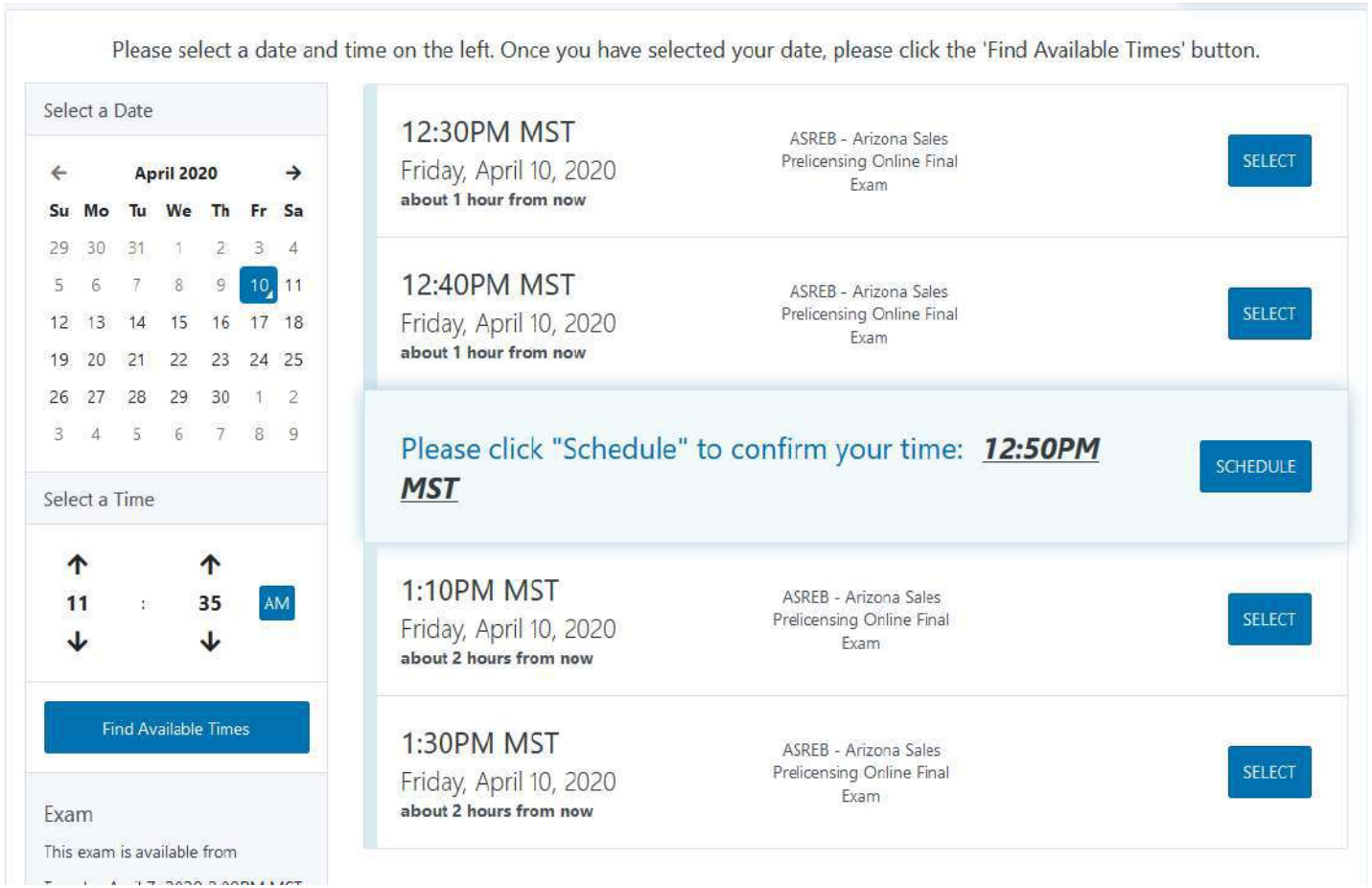
ProctorU® - Scheduling & selecting your date

Step 4



Click “Schedule” to schedule your exam.

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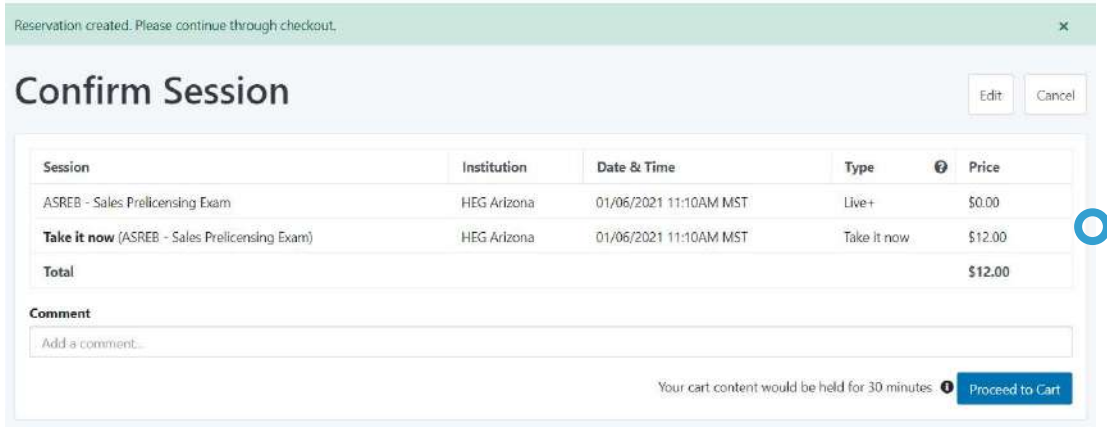
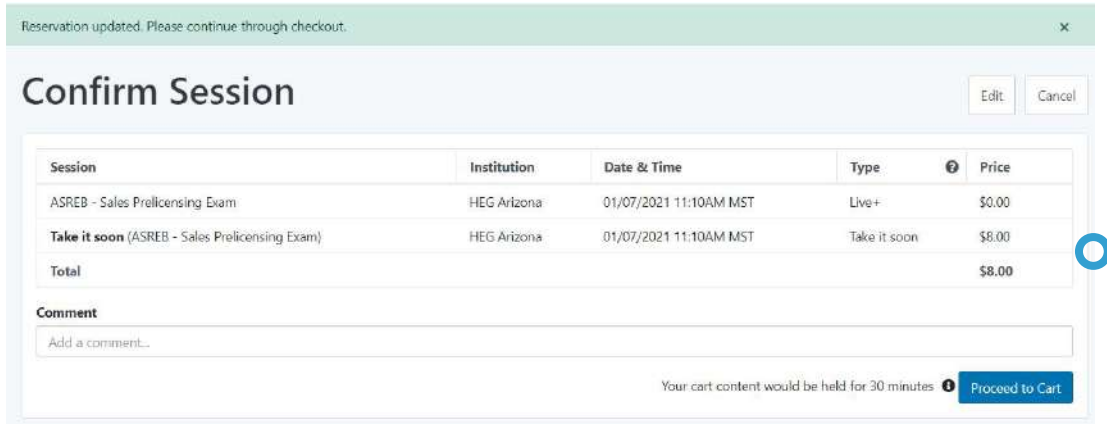
Step 4

ProctorU® - Scheduling & expedited fees

Your first three exams are free when you schedule 72 hours in advance. Expedited testing may be available at an additional cost as follows:



***"Take It Now"* fee:**
$12 within 24-hours



***"Take It Soon"* fee:**
$8 within 72-hours

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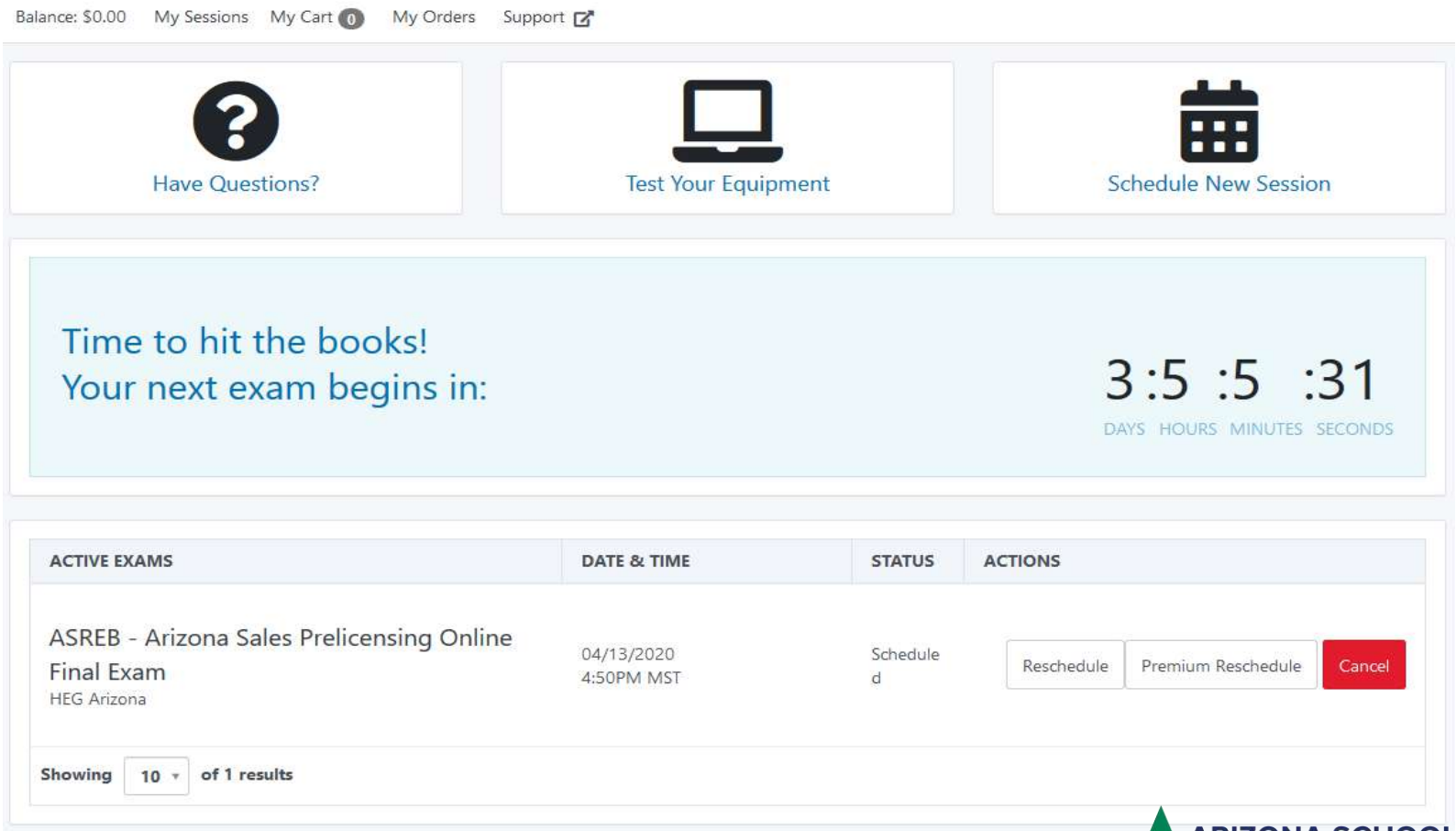
Step 4

ProctorU® - My session page

Once you have secured your exam date you should go ahead and test your equipment.



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Step 5

Taking your exam

Things to know before taking your exam:

- **A webcam is required as you will be monitored by a proctor during the entire school exam**

- **Time limit = 4 hours, 180 questions**
- **Items allowed during the exam:**
  - **4 function calculator or Financial calculator**
  - **Blank scrap paper**

- **No outside materials, books, or websites are permitted during the exam**

Still have questions?

CLICK HERE FOR MORE INFO

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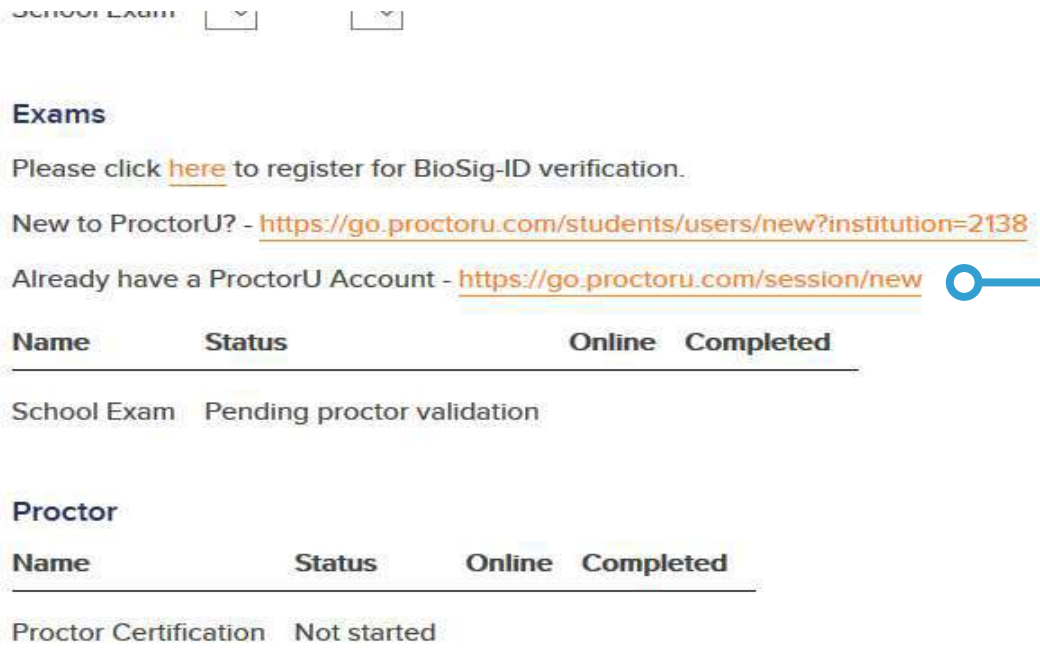
Taking your exam

Step 5



Prior to exam start time sign into your online student account, click on the course you are taking the exam for and select the "Already have a ProctorU® Account" link to sign into your ProctorU® account.

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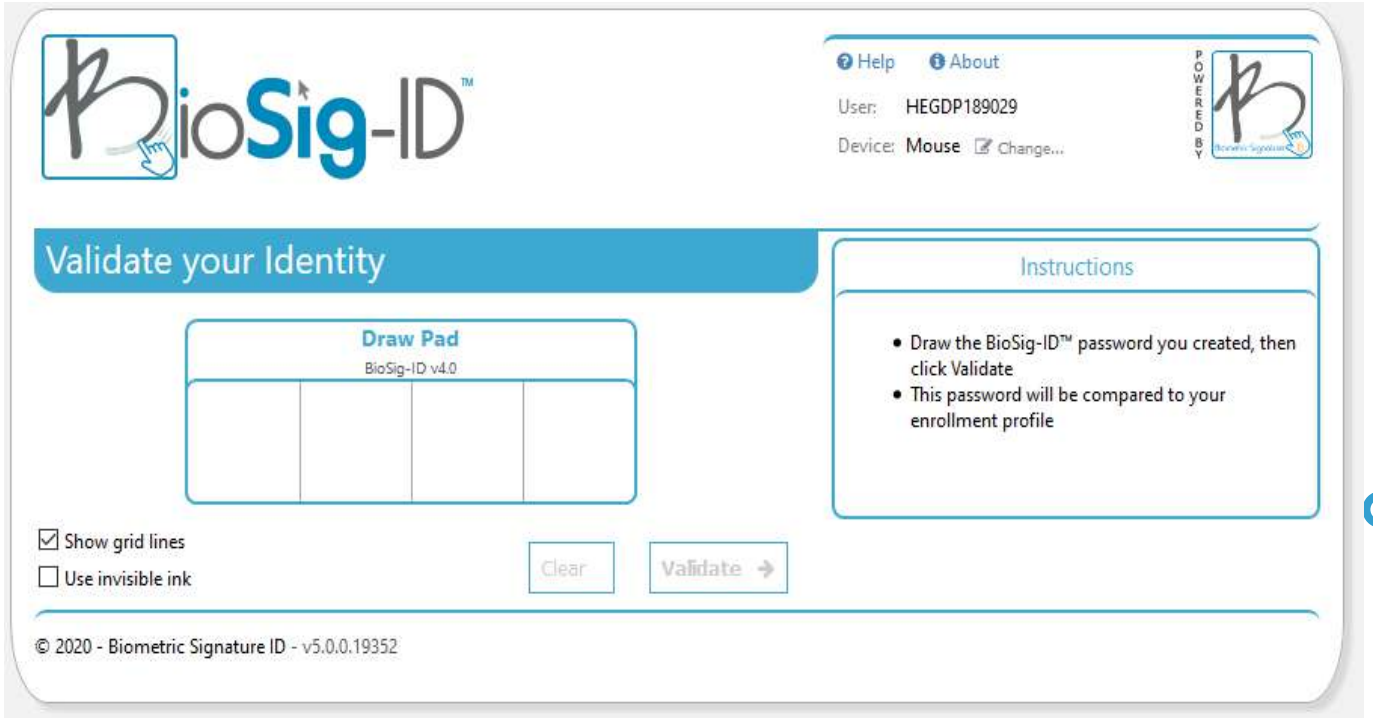
Step 5

Taking your exam



Your assigned Proctor with ProctorU® will bring you to your exam page where you will need to enter in your BioSig-ID.

NOTE:

If you are not already signed into your student account you will need to do so at this time.

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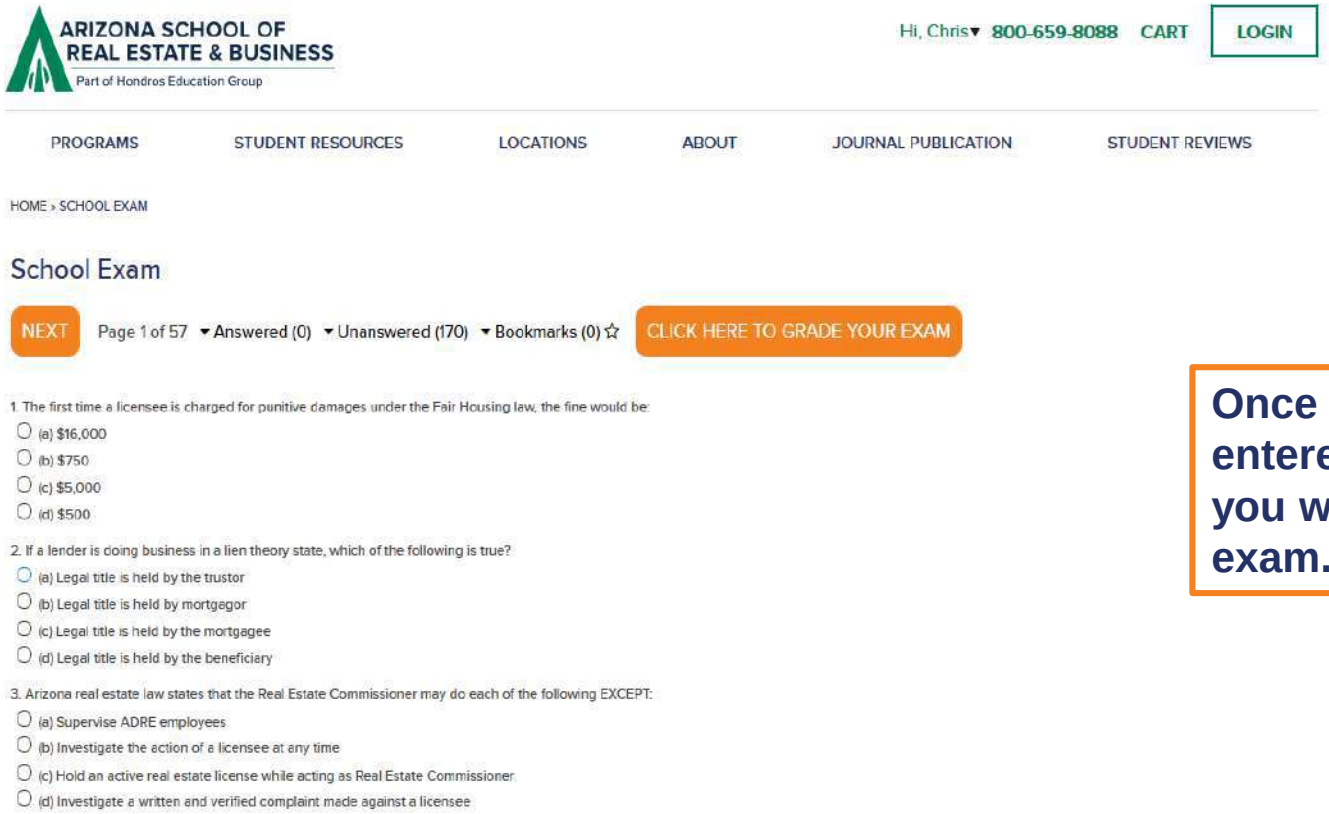
Step 5

Taking your exam



Once you have successfully entered in your BioSig-ID you will begin your school exam.

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Questions?

Contact our student support staff for assistance with your ASREB student account. Other inquiries may be directed to ProctorU®.

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HONDROS
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HONDROS COLLEGE

CompuCram®

Hogan School of Real Estate

HONDROS LEARNING

AGENTCONNECT™

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Learn Mortgage

HONDROS COLLEGE OF BUSINESS

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