

HEADMASTER LLP

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NORTH DAKOTA PAYMENT AND SCHEDULING FORM (FORM 1402ND)

FOR USE BY NORTH DAKOTA FACILITIES

DIRECTIONS

For sites requesting paper packets (paper and pencil tests):

- 1. Do not need to fill out this form if you are using WebETest® (On-Line testing).
- 2. Mail completed forms at least 10 working days prior to requested test date.
- 3. Complete one Form 1402ND (this form) for each group of Candidates.
- 4. For initial applications include one Form 1101ND (NA application) for each candidate.

Phone () - Test Site four digit ID # (see below)

5. For retest applications include Form 1301ND (test results) for each candidate.

TEST DATE INFORMATION

Name of Tester			
COST PER TEST # Tests / Service Requested Self-Pay Totals			
Requested	•	Candidates	
	Knowledge Test or Retake - Available in English Only	\$30.00	
	Oral Knowledge Test or Retake - Available in English Only	\$40.00	
	Skill Test or Retake	\$65.00	
	Priority Fax Service (406-442-3357)	\$5.00	
	Overnight Shipping	\$39.50	
	Express Service Fee	\$15.00	
	No Show	No REFUND	
	Reschedule	\$15.00	
	Cancellation	\$15.00	
	Test Review Fee	\$25.00	
		GRAND TOTAL:	\$
Check method of payment:Check (Facility Only) Cashier's CheckMoney Order Visa Master Card			
Card #: Expiration Date: Authorized Signature:			
Print name as it appears on your credit card: Zip Code:			

NOTE: No nurse aide may be charged for any portion of a nurse aide training and/or competency evaluation program, including any fees for textbooks or other required course materials. 483.152(c) Federal Register Vol. 56 No. 187, not applicable to students at approved educational sites.

FORM 1402 ND Updated: 1-8-15