

## How to Find Your OHC Exam

On the morning of the exam, you will receive an email from the CAOHC office notifying you that the exam is now open. The email will have a link that will direct you to the CAOHC learning portal.

Thank you for your participation in the CAOHC OHC certification course . We hope you enjoyed the course and are ready to tackle your next challenge - the exam. Your exam will be available to you during these dates: **6/26/2020**.

The exam can be found at: <http://education.caohc.org>



[CAOHC | Council for Accreditation in Occupational Hearing Conservation](http://www.caohc.org)

The Council for Accreditation in Occupational Hearing Conservation is a professional organization dedicated to providing consumer safety and protection by offering credentialing to those concerned

**Use the same login credentials that you use to log onto the CAOHC website.**

1. Instructions and a tutorial will be provided when you log into the exam site.
2. It is required that you review both these items before you can move on to the exam.
3. Remember once you enter the exam there is a 60- minute time limit and the clock does not stop.
4. Please make sure you have allowed adequate time to comfortably complete the exam in a quiet space free of distractions.

Successful completion leads to the awarding of the Certified Occupational Hearing Conservationist (COHC) status. Your certificate and wallet ID card can be printed from the Council website at [www.caohc.org](http://www.caohc.org).

If you need further information, please contact the CAOHC office and we will be happy to assist you.

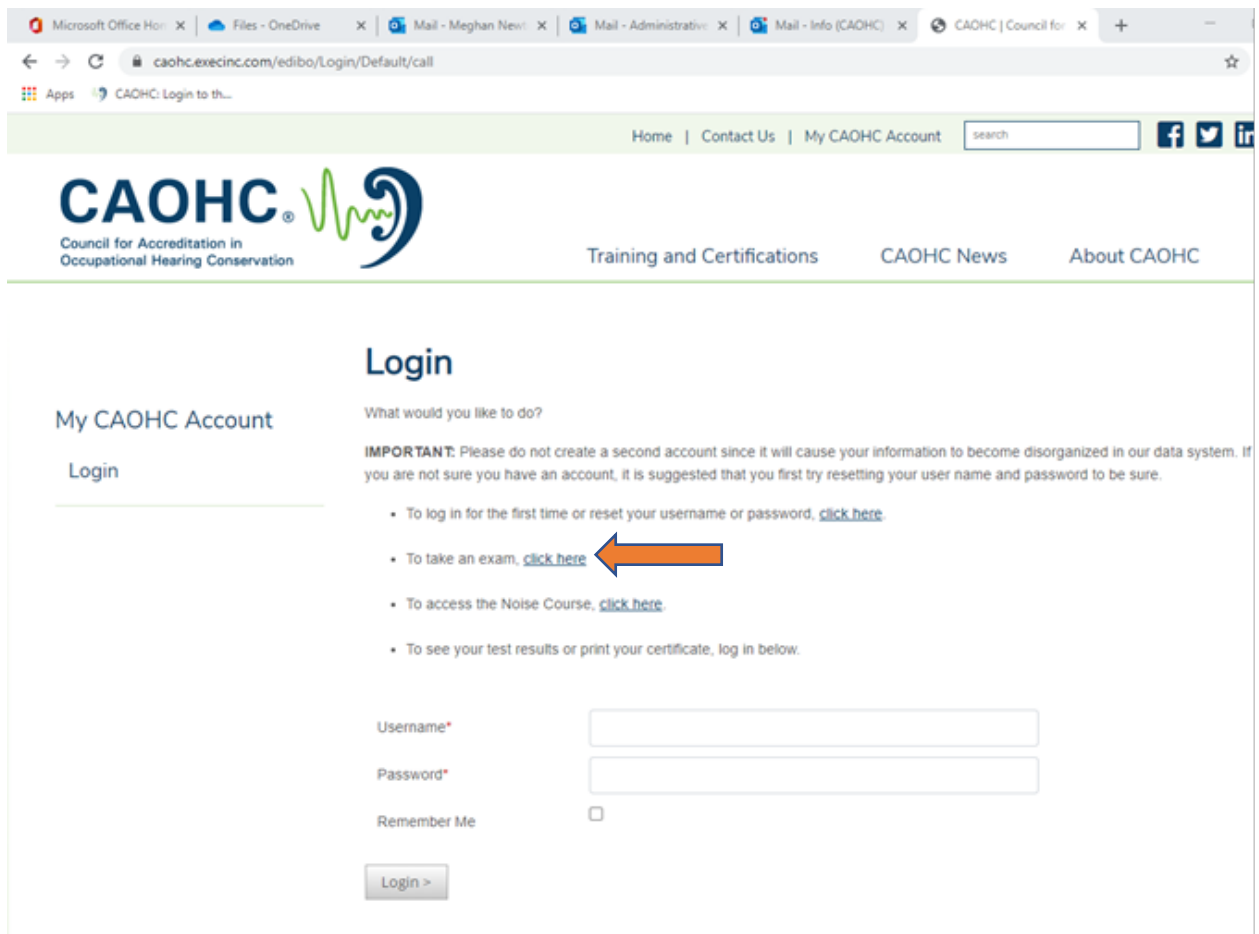
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Alternatively, you may access the CAOHC learning portal through your CAOHC Account.

1. Go to [www.caohc.org](http://www.caohc.org)
2. Select *My CAOHC Account* from the Homepage (this is located in two different places as the orange arrows below indicate.)



3. Select the second bullet point option 'To take an exam, click here.'



4. Select 'I have an account on the CAOHC website.' and enter in your log in credentials. Select Continue.

Home | Contact Us | My CAOHC Account

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## Learning Portal

Thank you for your interest in the Learning Portal. Please choose one of the options below.

**Member / Existing User**

I have an account on the CAOHC website.

Username:

Password:

Remember Me:

[Login Help](#)

**New User**

I do not have an account on the CAOHC website.

If you do not have an account, please enter your e-mail address below. An e-mail will be sent to the address listed with a link to create an account. If you have had previous contact with CAOHC, please enter the e-mail address you've used with us in the past.

E-Mail Address:

5. You will be taken to a page on the CAOHC website where your enrolled course ID numbers are listed. Select Continue again.

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Thank you for logging in. Please click the button below to continue to <http://education.caohc.org/login/>.

Your current enrollment codes are: -CDW191004-25574|OHCEDI1016-25714-

If you encounter an issue with course access, please copy the enrollment codes above and send them to [info@caohc.org](mailto:info@caohc.org) along with a brief description of the issue.

**My CAOHC Account**

- Home
- Profile
- Staff Options
- Change Username or Password
- Log out

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- You will be redirected to CAOHC's Learning Portal Home Page where the OHC exam will be listed under **Incomplete Courses**. The exam title will be your **Course Director's name – the city where the course took place and the date of the course**. (i.e. **Smith-Eugene OR – 06302020**)

The screenshot shows the CAOHC Learning Portal Home Page. The user is logged in as Meghan Newton. The page has a navigation menu on the left with sections for Navigation, Administration, Calendar, and My courses. The main content area features a banner for "Register Now! Hearing Loss Prevention: The Basics" and a list of courses under the "Incomplete Courses" tab. An orange arrow points to the "OHC Standardized Exam" entry in the list.

- Click on the name of the exam and you will be directed to the introductory page and the exam instructions.

The screenshot shows the CAOHC Learning Portal introductory page for the OHC Standardized Exam. The user is logged in as Meghan Newton. The page has a navigation menu on the left with sections for Navigation, Administration, and My courses. The main content area features a banner for the "Council for Accreditation in Occupational Hearing Conservation" and a message of welcome and instructions for the exam.