

Do you have learners who would benefit from more advanced technical training? They can continue building their skills on Microsoft Learn and validate their skills to employers by earning industry-recognized Microsoft Certifications by taking exams available on Microsoft Learn.

Your organization may purchase exam vouchers through your Microsoft representative. An exam voucher is a unique code that will enable your learners to take an available exam free of cost. The vouchers cost \$15 (before the processing fee) and are valid for one year from the date of purchase. You can purchase up to 1,000 vouchers. If additional vouchers are needed, please contact the Skills for Jobs program team at dlitsup@microsoft.com.

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Available Exams

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Modern Work

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Messaging Administrator (MS-	Azure AI Fundamentals (AI-900)	D365 Sales FC (MB-210) *	Security Operations
203) *	Azure Administrator (AZ-104)	D365 Marketing FC (MB-220) *	Analyst (SC-200)
Security Administrator (MS-500)	Azure for SAP Workloads (AZ-120) *	D365 Customer Service FC(MB-230) *	Identity and Access Administrator (SC-
Microsoft 365 Developer	Azure Virtual Desktop (AZ-140) *	Customer Data Platform	300)
Associate (MS-600)	Azure Developer (AZ-204)	(MB-260) *	Information
Teams Administrator (MS-700)	Azure DevOps Engineer (AZ-400) *	D365 Business Central FC (MB-800) *	Protection
Teams Voice Engineer (MS-720) * Microsoft 365 Fundamentals (MS-900)	Azure Security Engineer (AZ-500)	Power Platform Fundamentals (PL-900)	Administrator (SC-400) Security, Compliance, and Identity Fundamentals
	Azure Stack Hub Operator (AZ-600) *	Dynamics 365 CRM (MB-910) *	
	Azure Network Engineer (AZ-700) *	Dynamics 365 ERP	
	Azure Fundamentals (AZ-900)	(MB-920) *	
	Azure Data Scientist (DP-100) *	Power Platform App Maker (PL-100)	(SC-900)
	Azure Data Engineer (DP-203) *	Power Platform Functional Consultant	
	Azure Database Administrator (DP-300) *	(PL-200) *	
	Azure Data Fundamentals (DP-900)	Power BI Data Analyst (PL-300)	
		Power Platform Developer (PL-400) *	
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^{*} Courses available October 17, 2022



Step 1: Request Vouchers

To request exam vouchers, email your Microsoft or LinkedIn representative with the following information:

- Organization name
- Country for which this request is being made for
- Email address for the specific person who you would like to receive the discount codes
- Voucher quantity requested (If greater than 1,000, please provide a description of the business case)

Your representative will notify you when your request has been received and processed. Please wait until you hear back from your representative before moving to Step 2: Purchase Vouchers.

Step 2: Purchase Vouchers

Once you receive approval from your Microsoft or LinkedIn representative, follow the steps below:

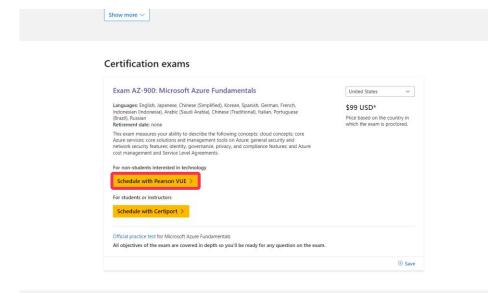
- 1. Create an account at https://aka.ms/GSI-MindHub. If you already have an account, simply sign-in. Be sure to use the same email address you submitted over email in Step 1.
 - For newly created accounts, please wait 1-2 weeks for account finalization. You will know when it
 is active if you see the discounted rate of \$15USD on the purchase site here: https://aka.ms/GSI-Purchase
 - If you do not see the discount price, please confirm you are properly signed in. If you still do
 not see the discounted price, please contact the *mindhubpro* support team at
 mindhubpro@pearson.com.
- 2. Choose your country, voucher quantities, and add to cart. View cart, follow the steps to pay and submit order.
- 3. The contact on the account will receive the exam voucher codes via email within 2 hours. This will be sent as a spreadsheet containing all the voucher codes purchased.
- 4. Please keep these codes secure and track as you distribute to learners.



Step 3: Voucher Redemption

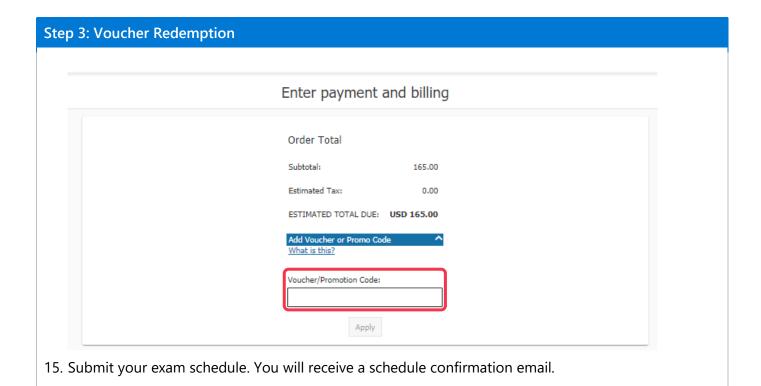
Learners need to follow the steps below to redeem their voucher:

- 5. Go to Microsoft Certifications | Microsoft Docs.
- 6. Sign into the Microsoft certification profile. If leaners do not have a Microsoft certification profile, they must create one.
- 7. Choose the exam they wish to schedule.
- 8. Scroll down to schedule exam and click Schedule with Pearson VUE.



- 9. Enter the information it is asking you to provide.
- 10. Click Continue.
- 11. On the exam discounts page, leave blank and click Schedule Exam.
- 12. Choose how you want to take your exam. You can either take it at a test center or through OnVUE (online).
- 13. Continue through the scheduling process and click to accept the exam policies.
- 14. Continue to check out and enter your exam voucher code in the Voucher Code Field. The amount owed will update to \$0.





More details:

- Voucher requests take up to 14 days (about 2 weeks) to process.
- Vouchers are good for one year from the date of purchase and can be applied to any certifications on the discounted list on the date of purchase.
- You must attest to the fact that the vouchers will be used by the intended participants.
- One voucher should be issued per person per exam.
- Exam vouchers are valid for single exams only; retakes are not included.
- Vouchers will be provided as codes that will need to be managed securely.
- Limited to 1,000 vouchers per organization. Additional vouchers require approval by Microsoft's Skills for Jobs program team.