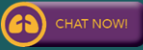



Welcome to the NBRC School Portal!

This document highlights the features of the School Portal. Access the school portal directly using this link:
<https://schoolportal.nbrc.org/auth>.

913.895.4900 • support@nbrc.org 



School Sign In

This login area is reserved for education programs. If you reached this page in error, please return to the [home page](#).

Email

Password

I have read and agree to the [Terms of Use](#) and [Privacy Policy](#)

[Forgot Password?](#)

Users will receive an activation email which includes a temporary password. The email will be sent from support@nbrc.org.

From: National Board For Respiratory Care <support@NBRC.org>
Sent: Wednesday, May 25, 2022 8:36 AM
Subject: NBRC School Portal Enrollment

We are delighted that your program is enrolled to use the School Portal. **To access the School Portal, you must click on the link below to activate your account for the first time.**

<https://schoolportal.nbrc.org/auth>

Email: sample@nbrc.org

Your Temporary Password is (please copy and paste into the activation screen): f8dggzc6

Once the activation screen is displayed, you will be prompted to enter your temporary password listed above. Your new password must be at least 7 characters and contain at least 1 symbol.

As a reminder, the school Portal allows Program Directors to manage users for their program by logging in to their School Portal account and selecting 'Manage Users' from the menu.

- Users with the 'Administrator' role have full access to the School Portal including adding student information, the student performance reports and SAE purchases.
- Users with the 'Operator' role may enter student information, but do not have access to reports or SAE purchases.
- Users with the 'Purchaser' role only have access to SAE purchases.
- Users with the 'Report' role only have access to the reports.
- Program Directors must click on 'Enroll' for each user to extend their permission for the current year. Users who are not enrolled will be automatically removed from the School Portal on April 1st.

We appreciate your participation in this progressive step toward online registration for all NBRC credentialing examinations. If you have questions about the School Portal or need help completing the form, please contact us at 913.895.4900 or by e-mail at support@nbrc.org.

Users are required to enter the temporary password provided in the email, and then create a new password. New users will be required to accept our current Terms & Conditions.

This is the School Portal home page. All features of the School Portal are accessed from the left navigation bar.

913.895.4900 • support@nbrc.org

CHAT NOW!

NBRC
The National Board for Respiratory Care

Welcome, PROGRAM DIRECTOR School: SAMPLE SCHOOL-999999

Add Student

Find a student **Search**

Welcome to the School Portal

Posted on 05/19/2022

NEW **Congrats, Grads!**
Congratulations to all of the respiratory care program graduates! We've made it easier than ever for them to apply for an NBRC credentialing examination. Learn more here:
<https://bit.ly/3uzNVnX>

[Read More](#)

Posted on 04/26/2022

NEW **Expedite Application and Scheduling Process by Using Vouchers**
If your school plans to cover the cost of our credentialing examinations for students, an online prepay option is available for your convenience. Once your payment is made, you'll receive a voucher code that your student can use as payment when applying for an exam.

[Read More](#)

Posted on 04/06/2022

NEW **NBRC Exam Security**
We're proud to provide our candidates and practitioners with testing options that fit their needs. No matter which option they choose, our exam security protocols always apply. Watch our [video](#) to understand what can and cannot be shared.

[Read More](#)

School Portal Tutorial
Lambda Beta Portal
Announcements
Student List
Student Performance Reports
SAE Reports
Purchase SAE
Content Outlines
Candidate Handbook
Purchase Exam Fee Vouchers
Manage Users
Enrollment Form
Change Password
Sign Out
Contact NBRC

Features:

- **Add Student** – This is where you enter new students. All information needed to submit a record is displayed on a single screen. Use the 'Save & Add Another' option to save the graduation date, semester hours and degree

type for the next student you enter.

- Announcements - News items will still be posted on the home page and available by clicking Announcements.
- Student List – You can select to display non-graduated students, graduated students, and all students from this link. This makes it easy to find students that don't have a graduation date entered. In addition, a **Search** field is available at the top of the page where you can search for students by name, address, SSN, or email address. The Search field will allow partial information for search criteria.
- Student Performance Reports – Reports for examinations administered beginning 1/1/2015 are available here. Once the report generates, it will not automatically appear on screen. You must Save or Open the report to see the content.
- SAE Reports – Generates reports for Self-Assessment Examinations.
- Purchase SAE – This link takes you to the website for purchasing Secure Comprehensive SAEs.
- Content Outlines and Candidate Handbook – These links are provided to give you quick access to these reference materials.
- Purchase Exam Fee Vouchers – Use this link to purchase vouchers (requires use of a credit card) to distribute to graduates to use for payment when they are ready to apply for an examination.
- Manage Users – This feature allows individuals with Administrator access to add and delete School Portal users. This eliminates the need for you to contact the NBRC when you have personnel changes.

Other information to be aware of:

- An email with instructions on how to apply for an examination is sent to each graduate after you enter the required graduation information.
- When the graduate applies online and payment is processed, a message with instruction on how to schedule an examination appointment will be displayed on screen and sent by email.
- Once the application is submitted, candidates have 90 calendar days to take the examination. If they fail to schedule and take the examination within the 90-day period, the fee paid to take the examination is forfeited. Another application and examination fee are required to reapply for examination.