Registering for Microsoft Exams with Pearson VUE

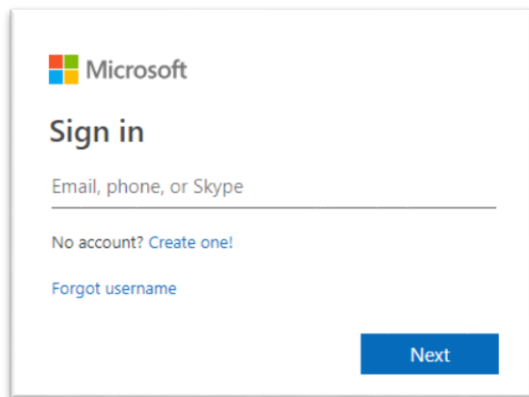This document will guide you in registering an account and booking a Microsoft exam.

Step 1

Go to https://www.microsoft.com/en-us/learning/default.aspx and sign in to your account using the 'Sign in' icon top left of your screen.

Step 2

If you have a Microsoft Live account already, jump to Step 5. If you do not already have a Microsoft Live account, click 'No account? Create one!'
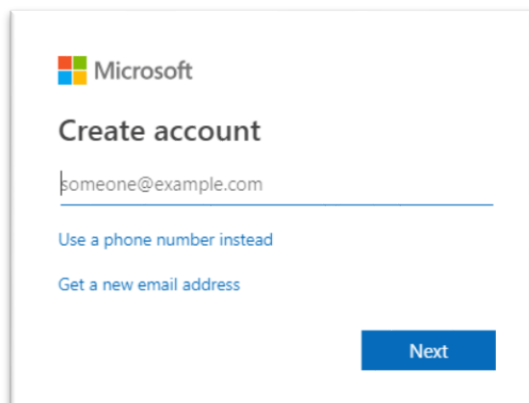

Step 3

Add email address, click 'Next' and create a password.

Add your first and last name, click 'Next' and add Country/region and D.O.B.

You will be asked to verify your email and will be send a verification code to your account, so make sure you have access to email while registering.

Step 4
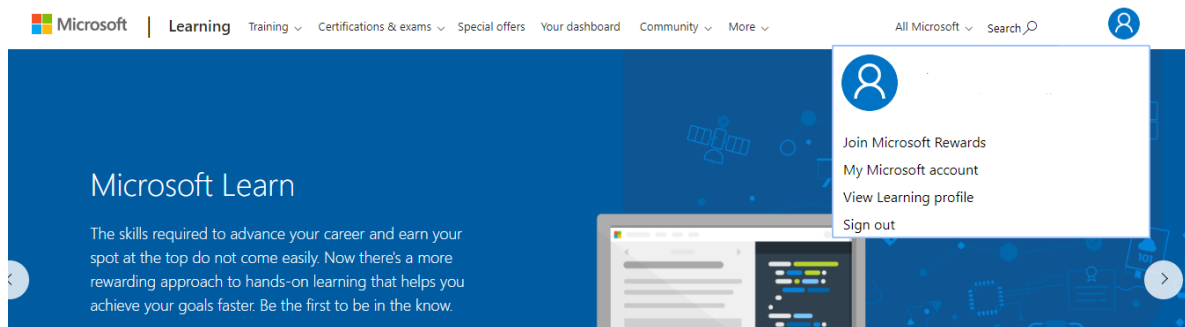
You will be sent an email by: Microsoft account team <account-security-noreply@accountprotection.microsoft.com>

Once you add the 4-digit access code you will be able to access your account.

Step 5

You will now be logged into your account at https://www.microsoft.com/en-us/learning/default.aspx

Click on the blue account logo at the top right-hand corner of your screen and select 'View Learning Profile'

Your MS ID is visible in the top right of the screen:

MCID 12345678
Primary Account : **person@outlook.com**

Complete your Microsoft Certification Profile filling in the required fields

Registration is now complete, please keep your MS ID safe as this will be needed on your 1st day of the course.