

2026 ASCO MedOnc In-Training Exam (ITE) Registration Guide

For assistance contact ITE@asco.org

Important Submission Notes

Deadline for Registration Updates:

- ❖ You may log back in and **update** your registration information until **February 1, 2026**. We strongly recommend completing before the deadline.
- ❖ You will be **invoiced** based on the data in the system on **February 1, 2026**.

Before You Begin: Trainee Requirements

To ensure a smooth process and a discounted registration rate, please have your trainees complete the following **before** you start:

- 1. Apply for Free ASCO Membership:** ASCO members receive a **discounted exam rate**. Trainees can apply for **free membership** at <https://join.asco.org>
- 2. Update Date of Birth (DOB):** DOB is **required** for registration. Trainees must visit <https://profile.asco.org> to add or edit their DOB.

Registration Instructions

Step 1: Log in to the Oncology Training Program Dashboard

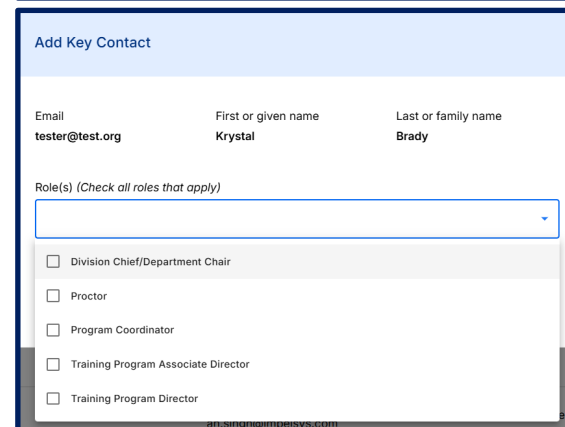
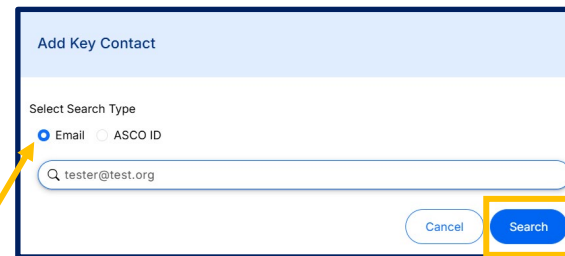
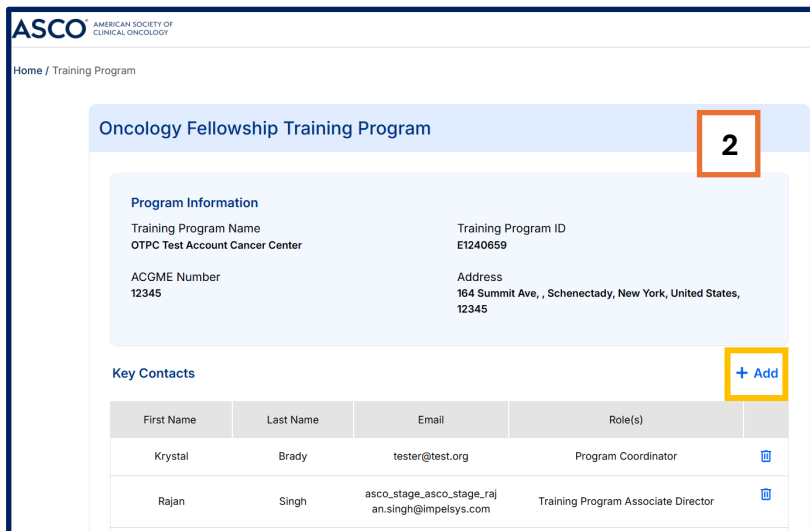


1. Navigate to the [Oncology Training Program Dashboard](#) and log in with your ASCO username and password.
Need Help? If you forgot your credentials, click **"Need Help Signing In?"**
For additional login issues, email ITE@asco.org.

Step 2: Manage Program Details



1. Click **"Manage Program"** to review your program's details and contact information. To request major updates to program details, email ITE@asco.org.



2. If you need to add, update, or delete program key contacts, click **Add** under the Key Contacts section.
 - a. Search for the individual by **email address** or **ASCO ID**, select their **role(s)**, and click **Add**.
 - b. Note: **Training Program Director, Program Coordinator, and Proctor must be listed to proceed with registration.**
Troubleshooting: If the contact is not found, they must create an ASCO account at <https://account.asco.org>.

Step 3A: Register Examinees – Adding New Examinees

Note: If an examinee was registered in the previous year, please skip to Step 3B: Adding Previous Exam Registrants

1

ascotestfwd4 ascotestfwd4 asco_stage_asco_stage_as
cotestepwd4@mailinator.c Proctor
om

Next

Home / Training Program / Exam Registration

The last day to add/update Examinee details is February 1st. Changes cannot be made beyond this date.

IMPORTANT: Please verify your Program Year is Accurate

In-Training Exam Registration 2

Examinee Report

+ Add Examinee

In-Training Exam Registration Previous Year Exam Registration

3

Add Examinee

Select Search Type

Email ASCO ID

ascosco_stage_Erica.Cirineo@asco.org

Cancel Search

Add Examinee

Email First or given name Last or family name
asco_stage_Erica.Cirineo@as Erica Cirineo
co.org

Training Year Start Date End Date

Exam Date

ADA Accommodations
None

Cancel Add

1. Click **Next** on the bottom of the Program Details page to advance to the **In-Training Exam Registration** dashboard.
2. On the **In-Training Exam Registration tab**, click **Add Examinee** and search by the trainee's **email address** or **ASCO ID**.
 - o **Troubleshooting:** If the examinee is not found, they must create an ASCO account at <https://account.asco.org>.
3. **Complete the required fields for each examinee:**
 - o *****Training Year*****
 1. Select the **correct Training Year for each examinee**. This is essential for accurate exam data and invoicing.
 2. If the examinee is a Program Director or Faculty, select **None/Program Director/Faculty**.

- Training Start Date
 - Training End Date
 - Exam Date
 - ADA Accommodations (if applicable)
4. Click **Add** to save the entry. Repeat the above steps for all examinees.
- **IMPORTANT:** Do not press **Submit** until all examinees have been added to the registrant list. See **Step 4: Review and Submit** for further guidance.

Step 3B: Adding Previous Exam Registrants

Note: If an Examinee is taking the ITE for the first time, please see prior step 3A: Register Examinees – Adding New Examinees

The screenshots show the following steps:

- Clicking the **Next** button in the Program Details window.
- Clicking **Previous Year Exam Registration** in the In-Training Exam Registration dashboard. A red 'X' is placed over the general **Add Examinee** button at the top right.
- Clicking **Add Examinee** next to the individual's name in the table. A yellow star is placed in the top right corner of the form.
- Completing the **Add Examinee** form with the following details:







Email	First or given name	Last or family name
michal.tibbits@asco.org	Michal	Tibbits
Training Year	Start Date	End Date
Exam Date		
ADA Accommodations		
None		







1. Click **Next** on the bottom of the Program Details page to advance to the **In-Training Exam Registration** dashboard.
2. Click **Previous Year Exam Registration** and select **Add Examinee** next to the individual's name. **IMPORTANT:** Do not click the general Add Examinee button at the top of this window.

- **Troubleshooting:** If the Add Examinee button is **not clickable**, the examinee is already on the current exam registrant list.
- 3. **Complete the required fields** for each examinee:
 - *****Training Year*****
 1. **Select the correct Training Year for each examinee. This is essential for accurate exam data and invoicing.**
 2. If the examinee is a Program Director or Faculty, select **None/Program Director/Faculty**.
 - **Training Start Date**
 - **Training End Date**
 - **Exam Date**
 - **ADA Accommodations** (if applicable)
- 4. Click **Add** to save the entry. Repeat the above steps for all previous examinees that will be sitting for this year's exam.
 - **IMPORTANT:** Do not press **Submit** until all examinees have been added to the registrant list. See **Step 4: Review and Submit** for further guidance.

Step 4: Review and Submit

Total Registrations: 13

Full Name	DOB	Is Member	Exam Date	Email	Status	
Lyndsey Sierra	###/###/1980	No ⓘ	02/24/2026	Lyndsey.Sierra@asco.org	Submitted	  
Rajan Singh	###/###/1982	No ⓘ	02/24/2026	asco_stage_asco_stage_r ajan.singh@impelsys.co m	Submitted	  

Full Name	DOB	Is Member	Exam Date	Email	Status	
Lyndsey Sierra	###/###/1980	No ⓘ	02/24/2026	Lyndsey.Sierra@asco.org	Submitted	  
Training Details				ADA Accommodations		
Training Year 1st Year	Start Date 08/16/2021	End Date 08/17/2026	ADA Time and Half (150%)			
Rajan Singh	###/###/1982	No ⓘ	02/24/2026	asco_stage_asco_stage_r ajan.singh@impelsys.co m	Submitted	  

1. **Review the entire list of examinees.** Verify the accuracy of the **Training Year, DOB, membership status, and exam date** for each individual.
 1. Select the drop-down arrows to expand the examinee details.
 2. Edits can be made by clicking on the Pencil icon.
2. Click **Submit** once all information is verified. You will receive a confirmation email that includes the number of examinees you have registered.