



# TESTING ACCOMMODATIONS POLICY

---

ABC offers appropriate testing accommodations for those persons with documented disabilities, as required by the Americans with Disabilities Act (ADA). Candidates requesting any accommodation must submit the Testing Accommodations Application form when submitting an exam application. ABC will review each request on an individual basis and make decisions for appropriate accommodations based on the guidelines below.

Under the ADA (revised 2008), test anxiety is not considered a disability under federal law. Other non-specific diagnoses such as individual learning styles, general learning differences, academic challenges, computer phobias, slow reading, and test difficulties, in and of themselves, do not constitute a disability or impairment and are also not covered under the ADA.

## Testing Accommodation Requirements

ABC requires supporting documentation from **qualified healthcare professional(s)** licensed and/or certified to assess, diagnose, and treat the applicant's relevant disability. The documentation must:

- Contain a current, valid, professionally recognized **diagnosis** of the candidate's disability (e.g. pursuant to the *Diagnostic and Statistical Manual of Mental Disorders, DSM-5-TR*).
- Be typed on **official letterhead** with full contact information, dated and signed. The name, title and professional credential of the qualified professional must be clearly stated. In addition, the documentation must:
  - Be **no older than five (5) years** and demonstrate the candidate's current level of functioning.
  - Describe how the candidate's disability affects one or more **major life activities** (outside of testing) as compared to most people in the general population.
  - Contain **specific information** about the significance of the impact the disability has on the candidate in the testing environment.
  - Describe specific **recommendations for testing accommodations**. Requested accommodations must be reasonable and appropriate for the documented disability and must not fundamentally alter the exam's ability to assess the essential knowledge and competency that the test is designed to measure.

In certain circumstances, proof of prior testing accommodations being received for similar exam(s) or test(s), that are no older than five (5) years, and a certification of the candidate's current need for the testing accommodation(s) due to disability may meet the foregoing requirement for documentation. In all instances, ABC reserves the right to request additional information at any time from candidates requesting accommodations.