

## Special Accommodations Process

Special accommodations are assistance that we can provide to candidates with qualifying disabilities to ensure comparable opportunities for success on their exams. To do so, we will need the following information from you in order to customize the exam experience to your needs.

Please understand that while the IAPP prioritizes exam accessibility, the implementation of our accommodations also must consider technical limitations and exam security. For this reason, the way that an accommodation is implemented may vary depending on your preferred delivery method, or may only be available with a certain delivery method. Please see the chart below for implementation details.

Accommodation	Implementation Details: Test Center	Implementation Details: OnVUE
<b>Reader</b>	A professional will read exam questions out loud to the test taker.	Cannot be accommodated with OnVUE.
<b>Reader and recorder</b>	An employee will read exam questions out loud to the test taker and select the answers for them.	Cannot be accommodated with OnVUE.
<b>Sign language interpreter</b>	An interpreter will be provided to assist in communication with test center staff.	Cannot be accommodated with OnVUE.
<b>Private room</b>	Test taker will take their exam in a separate room.	All OnVUE exams are taken in your own home, in a room alone. No special accommodation required.
<b>Food</b>	Test taker will be allowed to bring a snack. To avoid disturbing other test takers, they will be placed in a separate room.	Test taker will be permitted to eat a snack while testing from home.
<b>Drink</b>	Test taker will be allowed to bring a drink.	All OnVUE exams permit drinks. No special accommodation required.
<b>Medical equipment</b>	Test taker will be permitted to bring medical equipment into the exam. To avoid disturbing other test takers, they may be placed in a separate room. Please include specifics of required equipment.	Test taker will be permitted to bring medical equipment into the exam. Please include specifics of required equipment.



<b>Attendance of service animal</b>	Test taker's service animal will be admitted into the testing environment. To avoid disturbing other test takers, they may be placed in a separate room.	Test taker's service animal will be admitted into the testing environment.
<b>Extra time</b>	Test taker's time limit will be doubled.	Test taker's time limit will be doubled.
<b>Other</b>	Please explain your request on the following page.	Please explain your request on the following page.

## Candidate Statement – To be completed by the test taker

Please select the required accommodation(s).

- Reader**
- Reader and recorder**
- Sign language interpreter**
- Private room**
- Food**
- Drink**
- Medical equipment required during test session**
- Attendance of service animal**
- Extended exam time**
- Other - (please describe in the additional information section below)**

Additional information (*type of medical equipment, service animal details, etc.*):

Candidate signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Provider Statement – To be completed by a health care provider**

I, \_\_\_\_\_ attest that \_\_\_\_\_ should be  
*(Provider Name)* *(Applicant Name)*

provided with the above accommodation(s) in order to assure that they are allowed an equitable opportunity for success.

**Comments** *(optional)*:

**Provider signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_