

## Required documents to support a request for accommodations on the NMAT

Below we list the types of information that are usually most useful to us. While it is helpful to us to know what accommodations a person has had in other settings, we must be able to review the requested information below for ourselves in order to determine what accommodations are reasonable and appropriate within the context of a standardized exam such as the NMAT. All information must be provided to us in English. If information must be translated, the test taker should employ a professional translator and provide us with a translator's certificate.

### Physical and Systemic Disabilities

- 1) evidence of an ICD-10 diagnosis, documented by a properly trained medical professional, on letterhead with a clear indication of their professional qualifications.
- 2) A description of the accommodations, supports, and coping strategies the test taker has used in school and work settings. This information may be provided by school personnel, and/or the test taker may provide a narrative summary.
- 3) A description of how the test taker's disability is affecting them at present in situations that are similar to the demands of the NMAT. Keep in mind that the NMAT is administered entirely by computer and does not require handwriting. This information may be provided by a medical professional, school personnel, or by the test taker.

### Sensory Disabilities (Vision and Hearing)

- 1) evidence of an ICD-10 diagnosis, documented by a properly trained medical professional, on letterhead with a clear indication of their professional qualifications.
- 2) A description of the accommodations, supports, and coping strategies the test taker has used in school and work settings. This information may be provided by school personnel, and/or the test taker may provide a narrative summary.
- 3) A description of how the test taker's disability is affecting them at present in situations that are similar to the demands of the NMAT. Keep in mind that the NMAT is administered entirely in writing and does not require test takers to process spoken language. This information may be provided by a medical professional, school personnel, or by the test taker.

### Learning Disabilities

- 1) evidence of an ICD-10 or DSM-V diagnosis, documented by a properly trained professional, on letterhead with a clear indication of their professional qualifications.
- 2) A description of the accommodations, supports, and coping strategies the test taker has used in school and work settings. This information may be provided by school personnel, and/or the test taker may provide a narrative summary.
- 3) evidence that the test taker's disability is currently causing substantial limitation in tasks or skill areas of clear relevance to the demands of the NMAT. If a test taker wishes to submit a learning disability certificate, we ask that the test taker ALSO provide us with the actual test results (test names and test scores) that the test taker completed in support of their disability certificate.

### Other Disabilities

- 1) evidence of an ICD-10 or DSM-V diagnosis, documented by a properly trained professional, on letterhead with their license number.
- 2) a description of the accommodations, supports, and coping strategies the test taker has used in school and work settings. This information may be provided by school personnel, and/or the test taker may provide a narrative summary.
- 3) evidence that the test taker's disability is currently causing substantial limitation in tasks or skill areas of clear relevance to the demands of the NMAT. If a test taker wishes to

submit a disability certificate, we ask that the test taker ALSO provide us with the actual test results (test names and test scores) that the test taker completed in support of their disability certificate.

- 4) Please remember that having a diagnosis does not necessarily mean that a person is disabled by it. Furthermore, having a disability certificate does not necessarily mean that a person will qualify for accommodations on the NMAT. We suggest that persons who are requesting accommodations based on "Other Disabilities" submit their materials to us well in advance of their desired test date so that we will have sufficient time to contact the test taker if more information is needed.

Test takers may request permission to bring a reader, scribe, and/or personal care assistant (PCA) of their choosing, at their own expense, by following the procedures below.

Test taker must submit all of the following by way of the "Upload Documents" tab under the special needs section of the registration dashboard:

- 1) Proof of a disability that necessitates a reader/scribe/pca for the NMAT.
- 2) For test takers with a visual disability, we will also need: a completed reader/scribe consent form and a reader/scribe nondisclosure agreement (INSERT LINKS)
- 3) For test takers with a physical disability, we will also need: a completed PCA consent form and a completed PCA nondisclosure agreement (INSERT LINKS)

GMAC will review these materials and inform the test taker if we are able to approve them for the services of a reader/scribe/pca, and if we can approve the specific person the test taker is requesting to serve as their reader/scribe/pca. Without such explicit advance approval, test takers will not be permitted to bring any outside person into the testing room for any reason.

On the day of testing, the approved reader/scribe/pca must present government-issued photo identification, with a name that exactly matches the name on the completed reader/scribe or pca consent form.

Keep in mind that considerable advance planning will be needed to accommodate a reader/scribe/pca. Therefore, it is essential that test takers who are requesting a reader/scribe/pca submit their accommodation request and supporting materials to us well in advance of their desired test date.