



ADA Special Accommodations Steps and Pre-registration:

1. Provide an ADA Accommodation Form to candidates who wish to be provided with modifications to their examination.
2. All special accommodations must be approved by the certifying Board with proper and current documentation prior to pre-registration.
3. Pre-register the candidate.
 - Add your board's email in the CC Email Address bar.
 - Select Special Accommodations at the bottom of the page and check the boxes that best describe the requested accommodations.
 - Select **Other** if the request does not appear in the accommodations drop-down and type the description in the **Describe Others ADA** bar below.
 - Type your name into the **ADA Contact Name**. You will be contacted by the ADA Coordinator if there are any questions or concerns regarding the provisions being requested.
4. Send the documentation for the accommodations directly to IQTAdaCoordinator@isoqualitytesting.com.
5. The IQT ADA Coordinator will coordinate the special accommodation with the Board, testing center, and candidate.
6. Candidates should NOT select an examination date without being contacted by IQT.
7. Please note, some special accommodations may result in extra fees to your board. IQT will make the best effort possible to confirm these costs with the board prior to scheduling the candidate.