AMERICAN BOARD OF PEDIATRIC DENTISTRY

Rights and Responsibilities of Test Takers

As a test taker, you have the right to:

1. Be informed of your rights and responsibilities as a test taker.
2. Be treated with courtesy, respect, and impartiality, regardless of your age, disability, ethnicity, gender, national origin, religion, sexual orientation or other personal characteristics.
3. Be tested with measures that meet professional standards and that are appropriate, given the manner in which the test results will be used.
4. Receive a brief oral or written explanation prior to testing about the purpose(s) for testing, the kind(s) of tests to be used, if the results will be reported to you or to others, and the planned use(s) of the results. If you have a disability, you have the right to inquire and receive information about testing accommodations. If you have difficulty in comprehending the language of the test, you have a right to know in advance of testing whether any accommodations may be available to you.
5. Know in advance of testing when the test will be administered, if and when test results will be available to you, and if there is a fee for testing services that you are expected to pay.
6. Have your test administered and your test results interpreted by appropriately trained individuals who follow professional codes of ethics.
7. Know if a test is optional and learn of the consequences of taking or not taking the test, fully completing the test, or canceling the scores. You may need to ask questions to learn these consequences.
8. Receive a written or oral explanation of your test results within a reasonable amount of time after testing and in commonly understood terms.
9. Have your test results kept confidential to the extent allowed by law.
10. Present concerns about the testing process or your results and receive information about procedures that will be used to address such concerns.

As a test taker, you have the responsibility to:

1. Read and/or listen to your rights and responsibilities as a test taker.
2. Abide by the Applicant Examination Agreement, above.

3. Treat others with courtesy and respect during the testing process.

4. Ask questions prior to testing if you are uncertain about why the test is being given, how it will be given, what you will be asked to do, and what will be done with the results.

5. Read or listen to descriptive information in advance of testing and listen carefully to all test instructions. You should inform an examiner in advance of testing if you wish to receive a testing accommodation or if you have a physical condition or illness that may interfere with your performance on the test. If you have difficulty comprehending the language of the test, it is your responsibility to inform an examiner.

6. Know when and where the test will be given, pay for the test if required, appear on time with any required materials, and be ready to be tested.

7. Follow the test instructions you are given and represent yourself honestly during the testing.

8. Be familiar with and accept the consequences of not taking the test, should you choose not to take the test.

9. Inform appropriate person(s), as specified to you by the organization responsible for testing, if you believe that testing conditions affected your results.

10. Ask about the confidentiality of your test results, if this aspect concerns you.

11. Present concerns about the testing process or results in a timely, respectful way, if you have any.