Accommodations Check List

How to Apply for Accommodations for an NREMT Exam

The National Registry wants to ensure that all candidates receive a fair and unbiased opportunity to demonstrate their knowledge, skills, and abilities related to EMS. To ensure that each candidate receives a fair opportunity to test, the National Registry offers reasonable and appropriate accommodations for persons with documented disabilities. The National Registry recognizes that each disability is unique to the individual and all National Registry decisions regarding reasonable accommodations are evaluated on a case-by-case basis. The National Registry complies with the Americans with Disabilities Act (ADA).

Here's how to do it:

1. **Review the National Registry's policy** on accommodations here: National Registry Accommodations Policy

   (Send an email to accommodations@nremt.org if you have questions.)

2. **Create an application**. If you haven't already done so, complete an application to take an exam:
   a. In your account, click on 'Create a New Application'.
   b. Select the application level you wish to complete: EMR, EMT, AEMT, Paramedic.
   c. Do not pay the exam fee until AFTER you receive the results of your accommodations request.
3. **If you don't have an account**, click here: Create an Account You must have an account with the National Registry to be approved for accommodations. Then, create an application (see Step #2).
4. **Complete the questionnaire**. Print, complete, sign and date the questionnaire. Click here: Accommodations Questionnaire
5. **Get your supporting documentation***. Ask your healthcare specialist for the appropriate documentation to support your request. These documents include:
   a. A letter from an appropriately credentialed professional, such as a psychologist or physician, with (1) the diagnosis of your disability, including the DSM/ICD code or IDEA eligibility statement, (2) specific disability symptoms, and (3) recommendations for accommodations
      i. This information should be written on professional letterhead, dated, and signed
   b. Psychological evaluation, signed comprehensive assessment report, and accompanying standard scores
   c. Evidence of previously approved accommodations
   d. A personal statement written by you describing your disability and its impact on your daily life and educational functioning

   *Please note: some accommodations requests may require additional documentation
6. **Email it all to the National Registry**: accommodations@nremt.org
7. **Wait patiently**. If we do not receive the appropriate documentation, it may take 30 days or longer.
8. **Watch for our email**. We will send you an email with a letter indicating the results of your accommodations review.
   a. The letter will provide detailed instructions on what to do next.
   b. Please do not schedule your exam until you have received this letter. If you do, you will not receive your accommodations and will need to reschedule.

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