

AAMC Candidate Rules Agreement

Please review the following test rules agreement. Contact the TA if you have any questions. The term TA will be used in this document to mean test administrator, invigilator, and proctor.

- 1. Studying IS NOT allowed in the test center. Visitors, children, spouses, family, or friends ARE NOT allowed in the test center.**
- 2. No** personal items, including but not limited to mobile phones, hand-held computers/personal digital assistants (PDAs) or other electronic devices, pagers, watches, wallets, purses, hats (and other non-religious head coverings), bags, coats, jackets, eyeglass cases, books, and/or notes, pens, or pencils are allowed in the testing room. **No** barrettes or hair clips that are larger than 1/4 inch (1/2 centimeter) wide and headbands or hairbands that are larger than 1/2 inch (1 centimeter) wide are allowed in the testing room. **No** jewelry that is removable and larger than 1/4 inch (1/2 centimeter) wide is allowed in the testing room. **No** firearms or other weapons are allowed in the test center.

You must store all personal items in a secure area as indicated by the TA or return them to your vehicle before checking in for your exam. All electronic devices must be turned off before storing them. You may also be required to seal electronic devices in a plastic bag provided by the test center. The test center is not responsible for lost, stolen, or misplaced personal items. If you refuse to store your personal items, you will be unable to test, and you will lose your test fee.
- 3.** Before you initially enter the testing room, the TA will collect your digital photograph, digital signature, and your palm vein image and may digitally authenticate your ID. This is done to verify your identity and protect the security and integrity of the test.
- 4.** You must follow all of the appropriate check-in and check-out processes as defined by AAMC. This includes the need to show identification and/or have your palm vein pattern captured when leaving and re-entering the testing room. You should also be aware that you could be scanned by an electronic device to prevent unauthorized items from entering the testing room.

Every time you enter the testing room, you will first be asked to empty your pockets for the purpose of allowing the TA to verify that nothing is in them. If you have hair that covers your ears, you may be asked to show them for the purpose of allowing the TA to verify that no Bluetooth devices are present. The TA may also ask you to roll up your sleeves to verify that you have no writing on your arms. You will be asked to pat yourself down (for example: arms, legs, and waistline) to show there is nothing hidden on your body. If you are wearing layered indoor clothing (for example, a sweater with a hood), the TA may also inspect it.
- 5.** You understand that if there are discrepancies during the check-in process you may be prohibited from entering the testing room, you may not be allowed to reschedule your test appointment, and you may forfeit your test application fee. You will not be allowed to test if your ID does not meet the requirements. The identification requirements used during the check-in process are defined by AAMC, and the TA has no flexibility to add, delete, or alter this process. Unless otherwise instructed, the TA will escort you to your assigned workstation and start or resume the test for you so that you may continue with your exam delivery.
- 6.** Upon entering and being seated in the testing room, the TA will provide you with those materials authorized by AAMC for your use during the test to make notes or calculations on, and you will be provided any other material as specified by AAMC. **You may not remove any of these materials from the testing room, and you may not begin writing on your booklet until your test has been started.** If you need new or additional materials during the test, you must raise your hand. You must return all items and materials to the TA immediately following the test.
- 7.** The TA will log you into your assigned workstation. You will verify that you are taking the intended test that you registered to take. Unless otherwise instructed, you must remain in your assigned seat until escorted out of the testing room by a TA.
- 8.** Once you have entered the testing room, you may not communicate with other candidates. Any disruptive, threatening, or fraudulent behavior in the test center may be grounds for terminating your test, invalidating your test results, or disqualifying you from taking the test at a future date.

<p>9. You understand that eating, drinking, chewing gum, smoking, and/or making noise that creates a disturbance for other candidates is prohibited during the test.</p>
<p>10. To ensure a high level of security throughout the testing experience, you will be monitored at all times. Both audio and video may be recorded.</p>
<p>11. A Test Day Certification Statement will be presented to you before the test begins. You must read, acknowledge, and agree to the terms and conditions of this document within the specified time limit. Should you not agree, you will not be permitted to proceed with taking the test and you may forfeit your test fee. If you select "DECLINE," your test session will immediately end.</p>
<p>12. Break policies are established by AAMC. Instructions for scheduled breaks will appear on the computer screen at the appropriate time; the test time will stop during a scheduled break. If you do not return to your exam before the scheduled break time expires, your test time will be reduced by the overage from your break. Plan your scheduled breaks accordingly and allow time for checking into the testing room. It is important to note that your test time will stop only for the allotted scheduled break time. Once you are seated for your exam after your scheduled break, you will be required to start your exam even if your full break time has not expired. If you take an unscheduled break at any other time, the test time will not stop. The TA will set your workstation to the unscheduled break mode.</p>
<p>13. If you are taking any break, you MUST receive permission from the TA PRIOR to accessing personal items that have been stored (with the exception of comfort aids, medication, and food, which you may access without permission).</p> <p>With the exception of the AAMC Candidate Rules Agreement, you are not permitted to access ANY written materials until your test is finished. This policy is in place during testing and on all breaks, and it includes but is not limited to scratch paper, newspapers, magazines, test notes, and study guides. Unless specifically permitted by AAMC, other personal items cannot be accessed during any break. This includes but is not limited to mobile phones and all other electronic devices.</p>
<p>14. You may not leave the floor of the testing center at any time during the exam or breaks unless the nearest available restroom is located elsewhere in the building. Ask the TA to direct you to the closest restroom if you are unsure.</p>
<p>15. If you experience any problems or distractions (including technical issues) or if you have other questions or concerns, notify the TA immediately by raising your hand. The TA cannot answer questions related to test content. If you have concerns about a test question or image, make a note of the item (question) number, if available, in order for the item to be reviewed.</p>
<p>16. After you finish the test, you may be asked to complete an on-screen evaluation.</p>
<p>17. Unless otherwise instructed, after you have completed the test you must raise your hand, and the TA will come to your workstation and verify that your test session has ended properly. You will be provided with a confirmation notice indicating that you have completed AAMC's test. Before this is provided to you, you must present your ID again to the TA and return any and all materials supplied to you prior to the beginning of your test. You must not leave any materials at your testing workstation after you have completed your test. If your electronic devices were sealed in a plastic bag, you must also bring the unopened plastic bag to the TA to be inspected and opened.</p>
<p>18. You may not remove copies of test questions or test answers from the testing center, and you may not share or discuss with anyone all or any of the test questions or test answers you saw or viewed during the taking of the test. If you do not abide by these rules, if you tamper with the computer, or if you are suspected of cheating, appropriate action will be taken in line with AAMC's Examinee Agreement which you signed when registering for your exam.</p>

Your Privacy: Your test results will be encrypted and transmitted to Pearson VUE and AAMC. The test center does not retain any information other than when and where your test was taken. The Pearson VUE Privacy and Cookies Policy provides additional information, which you can obtain by visiting the Pearson VUE website at www.pearsonvue.com or by contacting the Pearson VUE call center.

By providing a digital signature:

- I give Pearson VUE my explicit agreement to retain and transmit my personal data and test responses to Pearson VUE located in the U.S. and to AAMC located in the U.S. (either of which may be outside of the country in which I am testing).
- I understand the information provided above and agree to follow these rules in addition to any other program rules I may have agreed to during my registration for this test.
- I understand that if I do not follow the rules or I am suspected of cheating or tampering with the computer this will be reported to Pearson VUE and AAMC, and I acknowledge and understand that my test may be invalidated, and AAMC may take other action, and I will not be refunded my test fee.