



## The Commission on Dental Competency Assessments

### Request for Special Scheduling Accommodations

#### **Instructions:**

- A. **Application Submission Deadline:** this application should be completed prior or by the final published application deadline for the examination that you are requesting accommodation for.
- B. **Who Should File the Application:** Candidates seeking accommodation due to religious conflicts should complete this application. If applying for an accommodation based on a physical or learning disability, **do not complete this application** but follow the instructions for this in the [candidate registration manual](#).
- C. **Documentation Needed:** Requests must be supported by documentation certifying the accuracy of the request. A letter from the priest, rabbi or cleric of the church or religious group of which you are a member in good standing must accompany the application and be on official stationery. The letter should explain the nature of the religious conflict.
- D. **Review:** Review of a request for test accommodations will be deferred until all necessary documentation is submitted.
- E. **Please type or print all information on the application. Do not leave sections blank.**
- F. **Attach Documentation:** Attach documentation to the email with a complete application.
- G. **Application Submission:** Please email your application to [director@cdcaexams.org](mailto:director@cdcaexams.org)

For all testing arrangement requests, you must email [director@cdcaexams.org](mailto:director@cdcaexams.org) for your request to be considered. Candidates are free to suggest any sort of accommodation, however, the CDCA will make the final decision for each case based on examiners assignment and exam facilities schedule. ***The CDCA will not create a new examination based on your request. We will do our best to accommodate you at an existent exam date/location that will not conflict with your religious beliefs.***



