2026

Postprimary Eligibility Pathway Handbook

EDUCATION + ETHICS + EXAMINATION =
THE ARRT EQUATION FOR EXCELLENCE®

EARNING ARRT CERTIFICATION
AND REGISTRATION

Policies, procedures, and information in this handbook supersede that of previous editions.

THE AMERICAN REGISTRY
OF RADIOLOGIC
TECHNOLOGISTS®

arrt.org

THE AMERICAN REGISTRY
OF RADIOLOGIC
TECHNOLOGISTS®

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We update our handbooks each year. Be sure to review the most current handbook before you apply and when you take your exam. Policies can change during your eligibility period.

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Our Vision and Mission

VISION Exceptional patient care for all, provided by qualified medical imaging and radiation therapy professionals.

MISSION To promote safe, high-quality patient care through credentialing, collaboration, and advocacy.

Nondiscrimination and Fairness Policy

ARRT is committed to ensuring a fair and impartial testing experience for all individuals. We uphold the principles of nondiscrimination and impartiality across all our programs, including application processes, testing processes, and business operations. Read our Nondiscrimination and Fairness Policy.

NCCA Accreditation

ARRT's Breast Sonography, CT, MRI, Nuclear Medicine Technology, Radiation Therapy, Radiography, Registered Radiologist Assistant, Sonography, and Vascular Sonography credential programs have earned accreditation from the National Commission for Certifying Agencies (NCCA), the accrediting body of the Institute for Credentialing Excellence (ICE). NCCA assures all stakeholders that an independent third party has reviewed ARRT's credentialing programs according to stringent standards set by the credentialing community.

For more information on ICE/NCCA and its accreditation program, visit credentialingexcellence.org.

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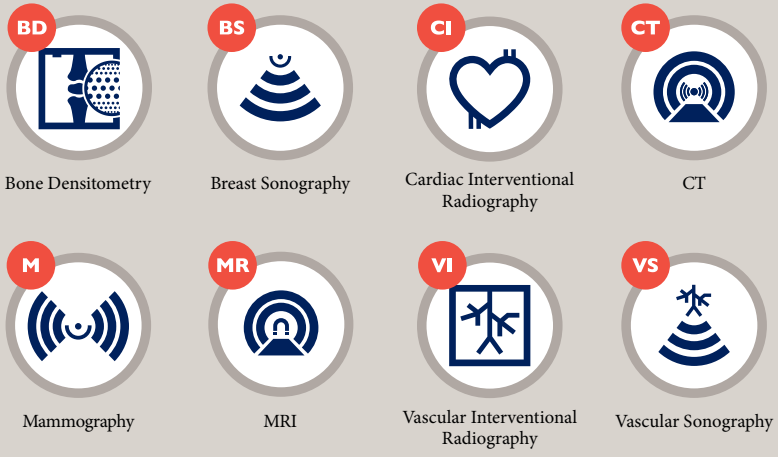
ARRT offers two ways to earn our credentials: the primary eligibility pathway and the postprimary eligibility pathway. You can earn some credentials using either eligibility pathway. You also can pursue an ARRT credential as a Registered Radiologist Assistant (R.R.A.).

This handbook discusses the postprimary eligibility pathway. To learn about our other options, review our Primary Eligibility Pathway Handbook and our Registered Radiologist Assistant Handbook.

POSTPRIMARY ELIGIBILITY PATHWAY



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About the Postprimary Eligibility Pathway

You might be eligible to pursue an ARRT credential using the postprimary eligibility pathway if you've already done at least one of the following:

- Earned a supporting ARRT credential using the primary eligibility pathway
- Earned a supporting credential from another ARRT-recognized organization
- Received your Program Director's permission to begin logging clinical experience and structured education requirements while you're completing your educational program

The chart on Page 6 shows:

- The disciplines in which you may earn a credential using the postprimary eligibility pathway (left column)
- The ARRT supporting credential you need to hold first (second row)
- The supporting credential you need from another organization (footnotes)

THREE STEPS TO AN ARRT CREDENTIAL

To be eligible for ARRT certification and registration, you must meet requirements in:

1. Education (Page 7)
2. Ethics (Page 13)
3. Examination (Page 18)

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POSTPRIMARY ELIGIBILITY PATHWAY

ARRT offers certification and registration using the postprimary eligibility pathway for Mammography, CT, MRI, Bone Densitometry, Cardiac Interventional Radiography, Vascular Interventional Radiography, Vascular Sonography, and Breast Sonography. In addition, we offer certification and registration for Registered Radiologist Assistants (see bottom row).

	RADIOGRAPHY is a supporting discipline for	NUCLEAR MEDICINE TECHNOLOGY is a supporting discipline for	RADIATION THERAPY is a supporting discipline for	SONOGRAPHY is a supporting discipline for	MRI is a supporting discipline for	VASCULAR SONOGRAPHY is a supporting discipline for
MAMMOGRAPHY	■					
CT	■	■ *	■			
MRI	■	■ *	■	■ **		■ **
BONE DENSITOMETRY	■	■ *	■			
CARDIAC INTERVENTIONAL RADIOGRAPHY	■					
VASCULAR INTERVENTIONAL RADIOGRAPHY	■					
VASCULAR SONOGRAPHY	■	■ *	■	■ **		
BREAST SONOGRAPHY	■ ***			■ **		■ **
REGISTERED RADIOLOGIST ASSISTANT	■					

* Supporting credential may be earned through ARRT or NMTCB.
** Supporting credential may be earned through ARRT or ARDMS.
*** Also requires an active Mammography credential.

Learn more about supporting categories.

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Education Requirements

In addition to holding an appropriate supporting credential (see Page 6), you must meet ARRT's:

- Structured education requirements
- Clinical experience requirements

Together, these requirements help you master the knowledge you'll need to obtain your credential. The requirements apply to all candidates, regardless of current position, title, or type of employment.

STRUCTURED EDUCATION

Structured education is an important part of learning. It indicates you've had the chance to develop fundamental knowledge, integrate theory into practice, and hone affective and critical thinking skills required to demonstrate professional competence.

Structured education includes:

- CE activities that a CE approver has evaluated and determined meet ARRT requirements
- Academic courses from institutions accredited by an ARRT-recognized agency

If you're enrolled in an educational program for Radiography, Nuclear Medicine Technology, Radiation Therapy, MRI, Sonography, or Vascular Sonography **that includes formal classroom instruction related to a discipline that has an ARRT postprimary eligibility pathway** (see chart on Page 6), you may use documented academic courses to satisfy all or part of your structured education requirement. Check with your instructor to see if ARRT has accepted the activities for structured education purposes.

IN ADDITION TO HOLDING A SUPPORTING CREDENTIAL, YOU MUST MEET ARRT'S:

- Structured education requirements
- Clinical experience requirements

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CREDITS NEEDED

To obtain a credential using the postprimary eligibility pathway, you must:

- Earn at least **16 credits** reflecting the content outline for the discipline you're pursuing.
- Earn at least one credit from each of the major categories of the content outline.
- Earn remaining credits in any of the major categories of the content outline.
- Earn all credits **no more than 24 months** before you apply.

QUESTIONS?

If you have questions, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT(2778), then choose the option for earning an ARRT credential.

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HOW TO REPORT STRUCTURED EDUCATION

After you finish each activity, log in to your ARRT account to document your structured education credits. Once you've documented at least 16 credits in the tool (including at least one credit from each of the major content categories), you may submit them to us for review. We typically review submissions within three business days.

Remember you must complete your structured education requirements within 24 months or it will expire.

HOW TO DOCUMENT YOUR EDUCATION REQUIREMENTS

1. Log in to your ARRT account.
2. Click Continue on your postprimary checklist.
3. Select Continue Structured Education Documentation.
4. Select Add Structured Education.

Remember, you must earn at least one credit from each content area of our Content Outline, found in our Structured Education Requirements document.

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CLINICAL EXPERIENCE

Our postprimary eligibility pathway also requires you to perform and document a specific number of clinical experience procedures. The requirements depend on your discipline. You must complete them before you apply for certification and registration—but **no more than 24 months** before you submit your application.

It's up to you to make sure your state's laws allow you to complete our clinical experience requirements. If you have questions, or if you can't complete one or two of the required procedures because they aren't available at your facility, call us at 651.687.0048 or 877.560.ARRT (2778) then choose the option for earning an ARRT credential. We can discuss an exemption.

We limit how many clinical experience entries you may report each day. Visit our website to learn more.

Select Verifiers

You must select appropriate verifiers to document that you performed the clinical experience requirements. In most cases, verifiers must be Registered Technologists (R.T.s) or interpreting physicians.

Once you identify potential verifiers, ask them if they're willing to verify your clinical experience requirements. Your verifiers will review the procedures you submit and approve or deny your request for verification. We'll update your progress page and clinical procedures log as soon as your verifier responds.

Learn more about what you and your verifiers need to do by logging in to your ARRT online account and searching for Verifiers. Keep in mind: submitting a false report of clinical experience could trigger an ethics investigation. R.T.s verifying the procedures of a colleague must meet the same Standards of Ethics as the person completing the procedure. Note: You can't serve as your own verifier.

Provide Your Supervisor's Information

After your verifiers sign off on all of your procedures, and you demonstrate that you meet our minimum requirements for certification and registration, you'll have to enter the name and contact information of your supervisor(s). Your supervisor for each facility can be one of your verifiers or someone else, and should be someone that you report to. The supervisor(s) will provide the overarching verification that you completed the procedures you logged at the dates, times, and places you reported. Note: You can't serve as your own supervisor.

It's up to you to make sure your state's laws allow you to complete our clinical experience requirements.

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Be Aware of Effective Dates

If we list two sets of requirements in the clinical experience requirements for your discipline, check the effective date on the newer ones. You can't begin logging procedures under old requirements if the effective date on the newer ones has passed.

If you start logging procedures before the newer requirements go into effect, however, you can continue—without losing any procedures—until the older requirements expire. That's 24 months after the effective date of the newest requirements.

If you're logging procedures on the older requirements, and you wish to switch to the new ones, you'll have to delete your old worksheet, select the discipline, and start a new worksheet. If you choose this method, you will have to re-enter your procedures and your verifier(s) will have to confirm the procedures again.

Report Your Clinical Experience

Use our online clinical experience tool to:

- Document the procedures you've done
- Request that your verifiers and supervisor(s) confirm your work

Once ARRT accepts your structured education, you've logged your clinical experience, and your verifiers and supervisor(s) sign off on your clinical experience, you'll be able to apply for certification and registration in the new discipline (see Page 22).

QUESTIONS ABOUT ACCESSING YOUR ONLINE ACCOUNT?

Call us at 651.687.0048 or 877.560.ARRT (2778), then choose the option for earning an ARRT credential.

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Be Sure to Document Carefully

We might delay processing your application if there's evidence that any of the procedures you logged don't meet our clinical experience requirements. (That could happen even if there's no evidence you knowingly engaged in compromising activities.) Be prepared to cooperate in any investigation. If we determine that you didn't complete one or more of the procedures you entered, we'll cancel your application and we won't refund your application fee. In addition, we'll submit a report to our Ethics Department for further investigation. Our Ethics Department could sanction you, your verifier, or your supervisor as detailed in the ARRT Standards of Ethics.

If You Don't Have an Online Account

If you're using a supporting credential from ARDMS or NMTCB, complete this Online Account Access Form to request an online ARRT account. Mail the form to us at 1255 Northland Dr., St. Paul, MN 55120.

If you're enrolled in a primary educational program, you may begin documenting your clinical experience procedures and structured education in preparation to earn a postprimary credential. If you have not yet set up your online student account, please ask your Program Director for the link, which appears on our Program Directors' website.

QUESTIONS ABOUT ACCESSING YOUR ONLINE ACCOUNT?

Call us at 651.687.0048 877.560.ARRT (2778), then choose the option for earning an ARRT credential.

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Ethics Requirements

ARRT enforces high standards of ethics and professional conduct both among R.T.s and among candidates for ARRT credentials. We created these rules to help protect the safety of all patients.

WHO HAS TO FOLLOW ARRT'S RULES OF ETHICS?

All applicants and registrants do. Once you apply for certification and registration with ARRT, you must comply with everything in the ARRT Standards of Ethics, including the Rules of Ethics. You must notify us of any potential ethics violations within 30 calendar days of their occurrence, and you must tell us of any ethics violations that took place before you applied with ARRT (see Page 14).

In addition, you must report applicants or registrants who don't comply. Applicants who don't follow these rules might become ineligible for certification and registration with ARRT. Registrants who don't follow these rules might receive sanctions up to and including revocation of their ARRT credentials.

WHAT VIOLATES ARRT'S RULES OF ETHICS?

Several types of misconduct, charges, and convictions may violate our Rules of Ethics. They include, but aren't limited to:

- Felony or misdemeanor charges or convictions (including speeding tickets and parking violations that are considered misdemeanors or felonies)
- Charges or convictions concerning traffic violations **that involved** drugs or alcohol
- Convictions in a military court-martial
- Violations of state or federal narcotics or controlled substance laws, even if you aren't charged or convicted
- Disciplinary actions concerning a professional license, permit, registration, or certification
- Violations of an honor code at an educational institution you attended to meet ARRT certification and registration requirements

You **don't** have to report any offenses that you committed as a juvenile and that were adjudicated through the juvenile court system.

YOU MUST:

- Comply with everything in the ARRT Standards of Ethics.
- Notify us of any ethics violations within 30 calendar days.
- Tell us of any ethics violations that took place before you applied with ARRT.

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TELL US ABOUT POTENTIAL VIOLATIONS

If you do—or did—something that might have violated our Rules of Ethics, follow these steps:

YOUR STATUS	I haven't yet applied for certification and registration with ARRT.
WHAT TO DO	• Report the potential violation when you apply for certification and registration. • For additional guidance, review the Ethics Review Checklist for Regulatory Violations or the Ethics Review Checklist for Criminal Violations. Or call us at 651.687.0048 or 651.560.ARRT (2778), and choose the option for ethics information.

YOUR STATUS	I have applied for certification and registration with ARRT, but I haven't yet passed the exam.
WHAT TO DO	• Report the potential violation within 30 calendar days of its occurrence.

YOUR STATUS	I am an R.T.
WHAT TO DO	• Report the potential violation within 30 calendar days of its occurrence. • Or report it at your annual renewal, **whichever comes first**.

Keep in Mind

It's much better to report an issue than to try to hide it. If you don't disclose a violation, but we learn about it, you may be subject to ARRT sanctions for not reporting the issue—even if that issue alone wouldn't have led to a sanction.

ARRT completed approximately 1,309 ethics investigations in 2024, and close to 98% resulted in the ability to become or remain certified and registered.

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HOW TO REPORT VIOLATIONS

When you submit ARRT's Application for Certification and Registration, we'll ask three questions. How you answer will determine your next steps.

ETHICS QUESTION 1: CRIMINAL VIOLATIONS REPORTING

QUESTION	Have you ever been charged with or convicted of a misdemeanor or felony? (This includes court convictions and military courts-martial.)
ANSWER YES	If you have: • Charges or convictions—including those that were stayed, withheld or deferred, set aside, or suspended • Any plea of guilty, Alford plea, or plea of no contest (nolo contendere) • Court conditions applied to your charge—including court supervision, probation, or pretrial diversion • Traffic violations charged as misdemeanors or felonies • Traffic violations that involved drugs or alcohol
ANSWER NO	If you have: • No offenses • Offenses and convictions that occurred before you turned 18 and that were processed in juvenile court • Speeding and parking tickets that weren't charged as misdemeanors or felonies and that didn't involve drugs or alcohol (if you have any traffic violation that involved drugs and/or alcohol, you must answer "Yes") • Charges that were dismissed with no court conditions required (if conditions were required, you must answer "Yes") • Court records that were sealed or expunged (if you don't have court documents that prove your case was sealed or expunged, you must answer "Yes") • Offenses you've already reported to ARRT and about which ARRT has sent you communication Reminder: You must answer **yes** for all traffic violations that involved drugs and/or alcohol.
WHAT TO DO IF YOU ANSWER YES	Submit a written explanation of the events and copies of all documentation relevant to the matter. Do not send original records. For additional guidance, review the Ethics Review Checklist for Criminal Violations. If you have questions, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778), and choose the option for ethics information.

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ETHICS QUESTION 2: REGULATORY AUTHORITY VIOLATIONS REPORTING

QUESTION	Has a regulatory authority or certification board (other than ARRT) ever done one or more of the following? • Denied, revoked, or suspended your professional license, permit, registration, or certification? • Placed you on probation (excluding ARRT Continuing Education (CE) probation), under consent agreement, or under consent order? • Allowed voluntary surrender of your professional license, permit, registration, or certification? • Subjected you to any conditions or disciplinary actions?
ANSWER YES	If one or more of these apply to you and the organization imposing the action wasn't ARRT
ANSWER NO	• If you have no offenses • If your only offense is ARRT CE probation • For offenses previously reported to ARRT and for which ARRT has sent you communication
WHAT TO DO IF YOU ANSWER YES	Submit a written explanation of the events and copies of all documentation relevant to the matter. Do not send original records. For additional guidance, review the Ethics Review Checklist for Regulatory Violations. If you have questions, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778), and choose the option for ethics information.

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ETHICS QUESTION 3: HONOR CODE VIOLATIONS REPORTING

QUESTION	Have you ever voluntarily withdrawn—or been suspended, dismissed, or expelled—from an educational program you attended to meet ARRT certification and registration requirements?
ANSWER YES	If any of the experiences described in Ethics Question 3 apply to you
ANSWER NO	For offenses you previously reported to ARRT and for which ARRT has sent you communication
WHETHER YOU ANSWER YES OR NO	You'll need to read and agree to the *Written Consent Under FERPA* in your application.
WHAT TO DO IF YOU ANSWER YES	Submit a written explanation of the events and copies of all documentation relevant to the matter. Do not send original records. For additional guidance, review the Ethics Review Checklist for Honor Code Violations. If you have questions, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778), and choose the option for ethics information.

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Examination Requirements

Before you earn an ARRT credential, you must pass an ARRT exam in your discipline. You'll find much more about our exams—and how to prepare—in the section beginning on Page 38.

YOU'LL HAVE THREE ATTEMPTS TO PASS

Be aware that you'll have **three attempts** to pass the exam. Each attempt at the exam will require a separate application and fee. You must make those attempts within **three years** of the date your first exam window opens. If you don't pass the exam within those three years or those three attempts, you'll no longer be eligible for certification and registration unless you requalify (see Page 28).

If you take an ARRT exam (using either the primary or the postprimary eligibility pathway) as a state licensing candidate, those attempts will count against your three-attempt limit if you also apply for ARRT certification and registration in the same discipline. If you earn passing scores as a state candidate, you can't use those scores to achieve ARRT certification and registration. The next section explains the differences between state licensing and an ARRT credential.

Questions? Send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778), and choose the option for earning an ARRT credential.

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- You'll have **three attempts** to pass the exam.
- You must make those attempts within **three years** of the date your first exam window opens.
- Exam attempts made as a state licensing candidate count toward your three attempts to pass an exam as an ARRT candidate.

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ARRT Credentials or State Licensing?

State licensing differs from ARRT certification and registration. If you want to become certified and registered with ARRT, you must meet our requirements and apply with us. In some states, however, you must obtain a state license before you can work as a technologist.

Passing an exam for state licensing purposes, or being licensed by a state, doesn't make you eligible for ARRT certification and registration. Likewise, earning an ARRT credential doesn't necessarily mean you're eligible to work in a particular state.

OBTAINING A STATE LICENSE

Licensing laws differ from state to state. For example, some states might require you to earn ARRT certification and registration before you can get a license to practice in that state. Others might require you to pass an exam based on state regulations before you can earn a license to practice.

If you want to obtain a state license, you must meet the state's requirements and apply directly to that state. Your state is your best source for state licensing information.

CLICK HERE

To learn more about state licensing.

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You're ready to apply for ARRT certification and registration once:

- Your verifier(s) and supervisor(s) sign off on your requirements.
- ARRT accepts your structured education activities.

FIVE STEPS TO APPLYING

Be sure to complete these steps as you prepare your application using the postprimary eligibility pathway:

1. Verify that your certification and registration in a proper supporting discipline is current (Page 6).
2. Sign the Agreement of Candidates (Page 22).
3. Confirm the name and address we have on record for you—and make sure your name matches exactly (Page 22).
4. Request accommodations, if needed, when you apply (Page 24).
5. Report any ethics violations, if applicable (Page 14).

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Apply for One ARRT Credential at a Time

If you're planning to take a state exam (administered by ARRT) and an ARRT exam, you must choose which one to take first.

Similarly, although you may document requirements for more than one discipline simultaneously, you can't apply for an ARRT credential in more than one discipline at the same time.

QUESTIONS?

If you have questions about applying, send us a message through your online ARRT account, or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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Complete and Submit Your Application

SIGN THE AGREEMENT OF CANDIDATES

When you apply for certification and registration, you'll have to sign the Agreement of Candidates. You can find the full agreement in Article III, Section 3.02, of ARRT Rules and Regulations. Be familiar with the agreement and ARRT's other requirements before you apply with us.

HAVE VALID AND ACCEPTABLE ID

Matching names are one of the best ways for us to make sure the person who applies for an ARRT credential is the same person who takes the corresponding exam. Make the exam process easy on yourself by getting appropriate ID before you apply for, schedule, or attempt to take your exam.

Be Sure Your Application Matches Your ID

Use your legal name—the one that appears on your birth certificate, marriage certificate, or legal name change document.

The name on your Candidate Status Report must be identical to the name on both pieces of ID you'll bring to the test center. **The only exception is that it doesn't matter if any of your IDs contains your middle name or initial.** If your name has a cultural variation, make sure that the same variation appears on your Candidate Status Report and on both of your IDs.

QUESTIONS?

If you have questions about preparing your application, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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Valid Types of Acceptable ID

Be prepared to show two forms of valid (not expired) and acceptable identification at the test center:

- Your primary ID must be a government-issued ID and include your permanently printed name, your photo, and your signature or military bar code. Some examples of a primary ID include: a driver's license, tribal ID, state ID card, passport, or military ID card.
- Your secondary ID must include your permanently printed name and your signature. It can be your U.S. Social Security card, an employee ID badge, a bank or credit card, or a school ID. It can also be a second form of the types of primary ID.

If Your ID Is Invalid

You won't be allowed to take the exam if, when you arrive at the test center:

- You don't have two valid forms of acceptable ID.
- The name on your ID differs from that on your ARRT file.
- You haven't signed your ID.
- Your ID has expired, and you don't have an original proof of renewal.

In such cases, you'll forfeit your application fee, and you'll have to reapply and pay a new fee to get a new exam window. If Pearson admits you with questionable ID, ARRT could cancel your exam scores following an investigation. If ARRT cancels your scores, your exam attempt will count as one of the three allowed in three years. You won't receive an extension if ARRT's cancellation means you don't pass your exam within the allotted three years (see Page 18).

If you don't have proper identification, cancel your appointment and reschedule it when you've acquired two valid forms of acceptable ID. See Page 36 for cancellation procedures and deadline.

BE AWARE

Permanent resident cards ("green cards") and other IDs that don't include your signature **aren't** acceptable.

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IF YOU NEED ACCOMMODATIONS TO TAKE YOUR EXAM

Accommodations are ways of adapting an exam experience to meet the needs of people who have disabilities that may impair their exam performance. Accommodations can't change the number of questions or the content an exam covers. And they don't guarantee improved performance, a passing score, or any specific outcome.

ABOUT ADA ACCOMMODATIONS

ARRT complies with the Americans With Disabilities Act (ADA) if you demonstrate both that:

- You have a professionally diagnosed ADA-qualifying disability.
- Your disability results in substantial functional limitations that affect your daily life activities as compared to most people.

You'll need to submit supporting documentation and a personal statement describing your disability.

Approved accommodations might include additional time to complete the exam, a separate testing room, or access to snacks if you have diabetes. You won't need to request accommodations for comfort aids, such as an inhaler, crutches, or eye drops.

Accommodations must be appropriate to the task and setting. For example, although you might have received accommodations in a classroom setting, those adaptations might not be necessary in an ARRT exam setting.

REMEMBER

You must request ADA accommodations **each** time you apply or reapply for ARRT certification and registration.

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HOW TO REQUEST ADA ACCOMMODATIONS

Start by answering yes to the question about accommodations on your application for ARRT certification and registration. After we receive your ARRT application, we'll provide instructions on your payment confirmation page about how to apply for accommodations.

We contract with Paradigm Testing, an independent company, to manage our ADA accommodations requests. As part of the accommodation application process, you'll submit an online form and supporting documents to Paradigm Testing via its secure website. You must indicate "yes" each time you apply—including on re-examination attempts.

We'll place your ARRT application on hold until you submit your accommodation request and Paradigm Testing processes it. In addition, you won't be able to schedule your exam until we send you the decision letter. If you're denied an accommodation based on your documentation, you'll be able to appeal the decision by providing additional documentation. Once your accomodations review is complete, we'll send you the decision in writing via the United States Postal Service.

If you request accommodations in error, log in to your ARRT account and use Message Center to opt out of accommodations. Or fax a signed request to 651.681.3293. If you're faxing the request, be sure to include two of these three identifiers: ARRT ID number, Social Security number, date of birth.

If you don't submit a request to Paradigm Testing within a year, we'll process your application without any accommodations and assign you an exam window.

If you request ADA accommodations, we'll place your ARRT application on hold until you submit your request and Paradigm Testing processes it.

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SUBMIT YOUR APPLICATION

To apply:

- Log in to your ARRT online account.
- Access the postprimary documentation tool from your dashboard.
- Follow the on-screen instructions to complete your application.
- If you need ADA accommodations (see Page 24), answer yes when asked if you have a disability. Then follow the prompts to request testing accommodations. **You must submit your request during the application process**, before we assign your exam window.
- Submit your application and processing fee.

If you don't need ADA accommodations, you'll receive a Candidate Status Report in your online ARRT account. Once you receive it, wait 24 hours to schedule your exam appointment. (See Page 31.)

ABOUT APPLICATION FEES

When you apply for an ARRT credential using the postprimary eligibility pathway, you'll have to pay the appropriate fee. Be aware that fees differ if you use an ARDMS or NMTCB credential as a supporting category.

We accept Visa, MasterCard, Discover, and American Express credit cards. We don't refund fees or transfer them to another discipline.

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IF WE FIND YOU INELIGIBLE

ARRT can find you ineligible in these instances:

- If you submit an Ethics Review Preapplication and we conduct an ethics investigation, we could find you ineligible **before you apply**.
- If we authorize you to take an exam, and **then receive information** indicating you might be ineligible, you can still schedule and sit for the exam. Then we'll review your case. But we'll hold your scores until the review is complete, and we might cancel your scores depending on the outcome of our review.

  After the review, if we find that you're ineligible and you haven't taken the exam, we won't allow you to sit for it and we won't refund your application fee. If you've taken the exam, we'll cancel your exam score and we won't refund your application fee. If you later become eligible, this exam will count as one of the three attempts allowed.
- If you initially appeared to be eligible, but **after you complete the exam** we find evidence that you were ineligible, we'll cancel your exam score and your certification and registration status. You'll forfeit your application fee. In addition, if you later become eligible, this exam will count as one of the three attempts allowed.

If you think you've met all our eligibility requirements, you may appeal a decision of ineligibility. You can't contest any of the eligibility requirements themselves—only the way in which ARRT applied them. To appeal, submit a completed Eligibility Appeal Request Form explaining why you think the ineligibility decision was wrong. More details can be found on arrt.org by searching eligibility appeal.

QUESTIONS?

If you have questions about your application, send us a message through your online ARRT account, or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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How to Requalify

IF YOU DON'T MEET ELIGIBILITY REQUIREMENTS OR PASS THE EXAMINATION WITHIN THREE YEARS OR THREE ATTEMPTS, YOU'LL HAVE TO REQUALIFY.

- You must complete and document a new set of clinical experience requirements.
- You also must complete 16 new credits of structured education (see Page 7).
- You'll then need to apply for certification and registration and pay the nonrefundable application fee.

QUESTIONS?

If you have questions about your application, send us a message through your online ARRT account, or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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How to Change Your Name

If you change your name after you apply with ARRT, let us know immediately—before you schedule your exam appointment. The test center can't process name changes. And your name on the IDs you present at the test center must match the information on your Candidate Status Report. If your name has a cultural variation, make sure that the same variation appears on your Candidate Status Report and on both of your IDs. It's not a problem if your middle name is missing on either your Candidate Status Report or your ID, as long as the middle names are otherwise consistent; the only issue arises if a completely different middle name is listed—for example, if your Candidate Status Report shows 'John H Doe' but your ID says 'John Andrew Doe.'

If the name on your ID doesn't match the name on your Candidate Status Report, call us at 651.687.0048 or 877.560.ARRT (2778). Then choose the option for earning an ARRT credential. Don't schedule a new appointment until you receive a new Candidate Status Report and verify that it's correct.

To change your name in our records:

- Visit arrt.org/forms and download the Name Change Form under General.
- Follow the instructions to complete and submit the form.
- You'll need to provide a copy of your marriage certificate, passport, or court order showing your name has changed.
- After we've processed your name change, we'll issue a new Candidate Status Report. You'll then need to verify the correction. Following your verification, you may schedule your exam.

If the name on your ID doesn't match the name on your Candidate Status Report, call us at 651.687.0048 or 877.560.ARRT (2778). Then choose the option for earning an ARRT credential.

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How to Change Your Address

If you change your address (or cell phone number if you provided one) after you apply with ARRT, notify us immediately to ensure you receive all our correspondence with you. You can change your address or cell phone number by going to arrt.org and:

- Logging in to your online ARRT account
- Clicking on the Account drop-down menu
- Choosing Settings
- Clicking on the Update Address & Phone tab under Update Profile and Settings
- Filling out your new information

Keep in mind that you can't change your address at the test center—and we'll mail your exam scores to the address we have on file.

If the address on your ID does not match the address on file, Pearson will still allow you to take the exam. However, it is important to have the most up to date information on file so that your results are sent to the correct address.

QUESTIONS?

If you have questions about changing your address, send us a message through your online ARRT account, or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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Before you can schedule your exam, you need a Candidate Status Report with an exam window from ARRT. After we process your application, we'll post it to your online account. Make sure all information on it is accurate.

TOP FIVE SCHEDULING TIPS

- Request any ADA accommodations on your application—not at the test center (Page 24).
- Schedule your exam early; appointments fill up fast (Page 33).
- Don't schedule your exam until you have two valid forms of acceptable ID (Page 22).
- Have your ARRT ID number handy when you log on to Pearson's website or call the Pearson call center. The number appears on your Candidate Status Report.
- If you need to cancel or reschedule your appointment, be aware of associated fees and deadlines (Page 37).

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Scheduling Your Exam

Be sure to follow all the steps in this section, so your exam appointment goes smoothly.

ABOUT YOUR CANDIDATE STATUS REPORT

Your Candidate Status Report contains your identification information, your ARRT ID number, your eligibility period (that is, the three-year period you have to take up to three exam attempts), and the dates of your exam window (that is, the time during which you can take your exam). Make sure all the information on it is accurate. If you have questions about your Candidate Status Report, use Message Center to contact us. Or call 651.687.0048 or 877.560.ARRT (2778), and choose the option for earning an ARRT credential.

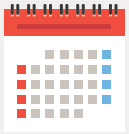
If you don't need ADA accommodations, we'll post your Candidate Status Report in your online ARRT account after you apply. Once you receive it, wait 24 hours to schedule your exam appointment. If you don't receive your Candidate Status Report within two business days, call us at 651.687.0048 or 877.560.ARRT (2778). Then choose the option for earning an ARRT credential.

ABOUT YOUR EXAM WINDOW

Your exam window will extend for 365 calendar days. You'll find its beginning and ending dates, along with other important information, on your Candidate Status Report. Your exam window will close automatically:

- After 365 calendar days
- If you miss an appointment to take the exam without giving the required notice (see Page 37)
- If you don't agree or respond to the nondisclosure agreement at the test center (see Page 43) within two minutes of accessing it
- If you're turned away from Pearson because of an issue with your identification

If you don't schedule and take an exam during your exam window, you'll forfeit your application fee, but the fact that your exam window has closed doesn't mean it will count as an exam attttempt. To open a new window, you'll have to reapply and pay the reapplication fee (see Page 37). If there is not a minimum of 30 days remaining in your three-year eligibility period, you'll need to requalify.



YOUR WINDOW WILL CLOSE AUTOMATICALLY:

- After 365 calendar days
- If you miss an exam appointment without giving the required notice
- If you don't agree or respond to the nondisclosure agreement at the test center within two minutes
- If you're turned away from Pearson because of an issue with your identification

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WHERE TO TAKE YOUR EXAM

Pearson administers ARRT's examinations. The organization has more than 200 high-security test centers in the U.S. and its territories. It also offers ARRT exams in selected Canadian, European, Asian, and Australian cities.

HOW TO SCHEDULE YOUR EXAM APPOINTMENT

Wait 24 hours after we post your Candidate Status Report before you try to schedule your exam. That gives Pearson time to receive our authorization. You can schedule your exam with Pearson either by:

- Making your appointment online, following the instructions on the Pearson website
- Calling Pearson at the toll-free number listed on your Candidate Status Report

Pearson centers are usually open Monday through Friday from 8 a.m. until 6 p.m. Some offer evening or weekend hours.

Have your Candidate Status Report with you when you schedule. You'll need to verify your name, address, and other identifying information—and provide your exam discipline and ARRT ID number from your Candidate Status Report. Keep in mind that:

- Except for adding your email address and phone number as needed to confirm your appointment, Pearson staff can't make changes to your record.
- If your name or address has changed since you applied, follow the directions on Page 29 and Page 30 before you contact Pearson to schedule.

Exam appointments fill up quickly. Make yours as soon as you can, even if you don't want to take the exam immediately. Remember: we won't extend your exam window. If your exam window expires, you'll have to reapply and pay a new application fee to receive a new window (see Page 37).

CLICK HERE

To schedule your exam with Pearson.

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CONFIRM YOUR EXAM APPOINTMENT

Within minutes of scheduling your exam, you should receive an email from PearsonVUEconfirmation@pearson.com. It will show your confirmation number; the date, time, and location of your exam; and the name of your Pearson representative (if you scheduled via phone).

Be sure all the information is accurate. If you don't receive a confirmation, or the details of your appointment are incorrect, follow up with Pearson as soon as possible. ARRT won't have access to the details of your appointment.

REMEMBER:

Keep your email confirmation from Pearson until after you take your exam.

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Rescheduling

If you miss your appointment or don't cancel it early enough, you'll lose your ARRT application fee. In addition, Pearson charges a fee each time you reschedule an appointment. You'll have to pay by credit card at the time you make the change, either online or over the phone.

Always make sure you've scheduled, rescheduled, or canceled your appointment properly. Neither ARRT nor Pearson is responsible for appointment errors.

IF YOU NEED TO RESCHEDULE

You may cancel or reschedule an appointment by:

- Calling Pearson at 800-632-9055 **at least 24 hours (one business day)** before your scheduled appointment; leaving a message on voicemail isn't acceptable
- Visiting home.pearsonvue.com/arrt **at least 24 hours (one business day)** before your appointment; be sure to complete the process

Pearson will send you an email confirmation each time you change or cancel an appointment. **If you cancel an appointment or make a new one, and you don't receive an email within a few minutes, call Pearson as soon as possible.**

BE AWARE

Always make sure you've scheduled, rescheduled, or canceled your appointment properly. Pearson will always send you an email confirmation.

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HOW SOON DO I HAVE TO CANCEL?

SCHEDULED EXAM DAY	IF YOU'RE CANCELING BY CALLING PEARSON, CHANGE OR CANCEL ON THIS DAY (at or before the time of your original appointment*)
MONDAY	Friday of the preceding week
TUESDAY	Monday of the same week
WEDNESDAY	Tuesday of the same week
THURSDAY	Wednesday of the same week
FRIDAY	Thursday of the same week
SATURDAY	Friday of the same week

* If you're in the Central, Mountain, or Pacific time zone, and your scheduled appointment is at 8 a.m., you must cancel at or before 8 a.m. on the day shown in this table. If you're in the Eastern time zone, you must cancel any 8 a.m. exam appointments no later than 7 p.m. two days beforehand (that is, 7 p.m. Wednesday for an 8 a.m. Friday appointment).

Note: Weekends and national holidays don't count as business days. Plan accordingly.

If you're canceling using Pearson's website, you must do so at least 24 hours before your existing appointment.

Cancel Appointments You Can't Attend

Rescheduling an exam appointment doesn't automatically cancel your initial appointment. The initial appointment remains in effect until you accept a new appointment date and time from Pearson. If you're not ready to reschedule, be sure to ask the representative to cancel your appointment. In all instances, if you don't receive an email confirmation within minutes of the change, contact Pearson immediately to confirm your cancellation.

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IF YOU MISS AN EXAM OR DON'T CANCEL PROPERLY

Your exam window will close, and you'll forfeit your application fee, if:

- You don't appear for your scheduled exam.
- You don't cancel or reschedule your appointment by following the procedure on Page 35.

In both cases, you'll have to reapply and pay the reapplication fee before you can reschedule the exam. Missing an appointment, however, **doesn't** count as an attempt under the three-attempts-in-three-years policy (see Page 18).

If you've passed the end of your three-year eligibility period, you might need to requalify before you can take your exam. (See Page 28.)

IN CASE OF SEVERELY EXTENUATING CIRCUMSTANCES

We know that sometimes severely extenuating circumstances occur. If—after the appointment change deadline—an unforeseen incident occurs, we'll consider your situation individually. Complete and submit an Eligibility Appeal Request Form. located on the Forms page of our website (under General). Be sure to carefully follow the instructions on the form. You can also find more details on our website at arrt.org/eligibility-appeal.

IN CASE OF SEVERE WEATHER

Call Pearson's call center at 800.632.9055 to find out if your test center is open during any type of severe weather. Don't call the test center directly. If the test center is open, and you miss your appointment, you'll have to reapply with ARRT and pay a new fee to get a new exam window. If it's closed, you'll be able to reschedule your appointment at no cost.

If you're concerned about severe weather and your appointment is still more than 24 hours away, consider rescheduling to avoid transportation difficulties (see Page 35).

REMEMBER

If you miss your appointment or don't cancel it early enough, your exam window will close and you'll forfeit your ARRT application fee.

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ARRT's exams measure the knowledge and cognitive skills you need to perform the tasks typically required in your discipline. Consult our exam content specifications for the topics your exam will cover.

TOP TIPS FOR A GOOD EXAM EXPERIENCE

- Request ADA accommodations on your application—not at the test center (Page 24).
- Arrive 30 minutes early.
- Bring two valid forms of acceptable ID (see Page 22) to the test center.
- Don't bring cell phones or other belongings into the test center (Page 42).
- Respond by accepting the nondisclosure agreement within two minutes of accessing it (Page 43).
- Flag difficult questions and return to them if time allows.

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Exam Format

Most questions are multiple-choice with one best answer. Some might ask you to select multiple answers from a list or to use your mouse to sort options into order. A few might ask you to use your mouse to select an image on the screen. Others might ask you to answer a multiple-choice question after viewing a short video clip. Our exams present questions in random order, a method that lets you demonstrate you've learned the material well enough to access it outside a specific context.

Your exam will also include some pilot questions. We use those to evaluate potential questions for future exams. We don't identify the pilot questions. Your answer to pilot questions won't affect your score.

EXAM FORMAT

- Most questions are multiple-choice with one best answer.
- Questions are presented in random order.

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Studying for Your Exam

ARRT doesn't recommend or endorse any review programs, mock registries, or study guides. We don't provide lists of textbooks or study materials. That's because we build our exams using many references. To endorse one could mean overlooking others. Be careful about using study materials that use our name or claim to include ARRT test questions.

Your best resource is to consult our exam content specifications for a list of topics your exam will cover.

QUESTIONS?

If you have questions about your exam, send us a message through your online ARRT account, or call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.

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What to Expect at the Test Center

Pearson test centers offer computer-based testing for many organizations. You'll likely be in a room with people taking tests that aren't ARRT exams. Consider reviewing the linked document to familiarize yourself with the exam process.

No testing environment is completely free of noise. If you're concerned about distractions, request earplugs or noise-reduction headphones before beginning your exam.

Most of the test centers are in small office parks. You can find driving directions to all test centers by visiting the Pearson website, searching for a test center, and clicking on Test Center Information. You'll receive driving directions in your confirmation email.

There won't be room for friends, relatives, or children to wait with you. And no one may contact you during your exam.

BE EARLY

Be sure to arrive at least 30 minutes before your scheduled appointment. That gives you enough time to check in. If you arrive 15 minutes or more **after** your scheduled appointment, you might have to forfeit your appointment. In that case, Pearson will inform ARRT that you failed to take the exam. Although we won't refund your application—and you'll have to reapply and pay a new fee to get a new exam window—a late arrival **won't** count as one of your attempts.

WEAR APPROPRIATE CLOTHING

Because the test room might be warm or cold, dress in layers. Keep in mind that you can't wear outerwear or hooded clothing in the test room. Instead, bring a sweater, blazer, or hoodless sweatshirt. You may wear head scarves, hair wraps, and head coverings for cultural and medical reasons only.

Pearson staff will visually inspect those coverings before seating you for your exam. Be ready to empty your pockets before entering the test room.

Be sure to arrive at least **30 minutes before** your scheduled appointment.

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LEAVE PERSONAL BELONGINGS IN A LOCKER

You must leave all personal items in a secure locker at the test center. Because Pearson assumes no responsibility for lost items, you might want to leave personal items in your car or at home.

For example, you can't bring purses, wallets, backpacks, or similar items into the test room. Don't wear anything, such as jewelry or a smart watch, that might make noise and distract others. Don't wear jewelry or hair clips that are more than a quarter-inch wide. You'll have to remove them, because they could be a way to circumvent exam security. Cell phones aren't allowed in the test room, and neither are notes, scratch paper, pencils, or pens. Finally, don't bring a calculator to the test center—you won't be able to use it. Pearson will give you a basic four-function calculator if you ask for one; there are both a basic and a scientific calculator on the computer.

After you put your personal items in a locker, you'll have access to them only if you have an ADA accommodation to retrieve something related to a medical condition.

Having access to any electronic device, books, or papers during the break is strictly prohibited.

BRING PROPER IDENTIFICATION

Be sure to bring proper identification (see Page 22).

CHECK IN

Pearson staff will ask you to sign a digital signature pad. That signature gives your consent for ARRT and Pearson to retain and transmit your personal data and exam responses as needed.

Next, Pearson will scan your palm vein and take your photograph. The palm-vein reader uses a safe, near-infrared light source (similar to a television remote control). It takes the place of fingerprinting. If you were ever fingerprinted for an ARRT exam, you'll have to provide a fingerprint match at the test center, then enroll in the palm-vein recognition system.

ARRT and Pearson will use your palm vein information for authentication purposes only. We won't share it with any other organization.

If you asked for and received approval for ADA accommodations, bring your ARRT letter (original or a copy) approving the accommodations to Pearson. Give it to staff when you check in.

REMEMBER

If you asked for and received approval for ADA accommodations, bring your ARRT approval letter to Pearson on your exam day. Give it to staff when you check in.

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GO THROUGH ORIENTATION

Pearson staff will give you a short orientation. Then you'll have to read the ARRT Rules Agreement and sign an agreement stating that you understand it. Although Pearson staff can answer general questions about test-taking procedures, they won't have answers to questions about our exam content or test functionality.

Next, a staff member will give you a booklet and marker before escorting you to an assigned workstation, where you'll begin an optional tutorial. We recommend taking the time to view the tutorial. You'll be able to test the two types of calculators and learn about the review portion of the exam. The tutorial enables you to familiarize yourself with the format of our questions. It also lets you try out the online calculator.

There will be a short delay between the end of the tutorial and the appearance of the Nondisclosure Agreement. **Don't write on the booklet until you've accepted the Nondisclosure Agreement.**

THE EXAM WILL STOP IF YOU DON'T AGREE TO THE NONDISCLOSURE AGREEMENT WITHIN TWO MINUTES!

After you complete the tutorial, a nondisclosure agreement will appear on your computer screen. **You must sign the agreement within two minutes of its appearance.** A timer appears on your screen.

If you don't answer the question, we'll assume that you disagree, and:

- Pearson will end your exam.
- You won't be able to take the exam that day.
- Although your appointment won't count as an attempt under our three-year, three-attempt policy (see Page 18), you'll have to obtain a new exam window by reapplying and paying the reapplication fee.

THE EXAM WON'T PROCEED UNTIL YOU SIGN THIS NONDISCLOSURE AGREEMENT:

This exam is confidential and is protected by copyright law. You are expressly prohibited from disclosing, publishing, reproducing or transmitting this exam, in whole or in part, in any form or by any means, oral or written, electronic or mechanical, for any purpose.

By signing, you agree that you won't disclose exam questions in any form or remove them from the test center. Follow the prompts to accept or reject the agreement. If you reject it, let test center staff know that you're done with the exam. If you reject the agreement but later want to take the exam, you'll have to reapply and pay the reapplication fee.

Learn more about our security requirements (see Page 49).

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TAKE THE EXAM

You must remain in your assigned seat during and after the exam, unless a Pearson staff member authorizes you to leave. If you need to leave the room, raise your hand for permission. Pearson staff will scan your palm when you leave and scan it again before you re-enter the room.

Keep in mind that you won't get extra test-taking time if you leave the room. In addition, if you leave for more than 10 minutes, Pearson will file an incident report with us, and we'll investigate.

You can't leave the test center building before completing your exam—even if you have ADA accommodations. If you leave the building, we'll cancel your score, and your exam will count as one of your test attempts. You'll have to reapply and pay the reapplication fee if you want to take the exam again. You might also have to undergo an ethics review.

When you complete your exam, raise your hand and wait for a Pearson employee to collect your booklet. Pearson staff will scan your palm once more before you leave the test center.

ASK FOR HELP

If you have concerns or need help, raise your hand to alert test center staff. Staff members can bring you a handheld calculator, earplugs, noise-reducing headphones, or another booklet. You may ask for replacements during your exam, but you can't remove the materials from the test room. Don't leave the test center building before completing your exam.

Raise your hand if you need help adjusting your computer screen or you suspect a problem with the computer.

EXAM RULES

- Remain in your seat during and after the exam.
- If you need to leave the room, raise your hand.
- Unless you've received advance approval for ADA accommodations, you can't access items from your locker.
- When you complete your exam, raise your hand.
- Don't leave the test center building before completing your exam.

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PACE YOURSELF

Use your time well. You can see how much time remains in your exam session by looking at the top right corner of your computer screen.

You'll need to answer each question before the computer lets you move on to the next one.
If you're not sure of the answer, guess—and flag the question. If you have time at the end, you can return to the question and review your answer. Your score is based on the number of correct answers you give, so it's in your best interest to answer all the questions, even if you must guess.

The amount of test time allotted depends on the number of questions on the exam. We allow approximately one minute for each question.

The charts that begin on the following page show how long you'll have, including:

- Eight minutes to complete the tutorial, which will familiarize you with the exam and online calculator
- Two minutes to sign the nondisclosure agreement (NDA)
- 10 minutes to complete a survey after you finish the exam

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BONE DENSITOMETRY

Scored Items	75	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	105	Survey	10 minutes
Test Time	105 min	Appointment Length	125 minutes (2 hours, 5 minutes)

BREAST SONOGRAPHY

Scored Items	185	Tutorial	8 minutes
Pilot Items	40	NDA	2 minutes
Total Items	225	Survey	10 minutes
Test Time	225 min	Appointment Length	245 minutes (4 hours, 5 minutes)

CARDIAC INTERVENTIONAL RADIOGRAPHY

Scored Items	145	Tutorial	8 minutes
Pilot Items	40	NDA	2 minutes
Total Items	185	Survey	10 minutes
Test Time	195 min	Appointment Length	215 minutes (3 hours, 35 minutes)

CT

Scored Items	165	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	195	Survey	10 minutes
Test Time	195 min	Appointment Length	215 minutes (3 hours, 35 minutes)

Chart continued on next page...

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...Chart continued from previous page

MAMMOGRAPHY			
Scored Items	115	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	140	Survey	10 minutes
Test Time	150 min	Appointment Length	170 minutes (2 hours, 50 minutes)

MRI			
Scored Items	200	Tutorial	8 minutes
Pilot Items	20	NDA	2 minutes
Total Items	220	Survey	10 minutes
Test Time	210 min	Appointment Length	230 minutes (3 hours, 50 minutes)

VASCULAR INTERVENTIONAL RADIOGRAPHY			
Scored Items	160	Tutorial	8 minutes
Pilot Items	50	NDA	2 minutes
Total Items	210	Survey	10 minutes
Test Time	210 min	Appointment Length	230 minutes (3 hours, 50 minutes)

VASCULAR SONOGRAPHY			
Scored Items	175	Tutorial	8 minutes
Pilot Items	50	NDA	2 minutes
Total Items	225	Survey	10 minutes
Test Time	225 min	Appointment Length	245 minutes (4 hours, 5 minutes)

WE VALUE YOUR OPINION

That's why we provide two opportunities at the test center for you to let us know your thoughts.

- You may leave comments for us about any question at the time you answer it. Just click the Comment button at the top of the page.
- At the end of your exam, we also offer a survey about your overall testing experience. Don't use the survey to comment on specific questions.

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How to Appeal Your Test Administration Procedures

Pearson works with us to administer our exams in a comfortable and safe environment. Rarely, you might encounter technical difficulties at a test center. If that happens, alert a Pearson employee immediately. In most cases, you'll be able to continue your exam session. If you can't complete your exam because of severe technical difficulties, we'll make reasonable accommodations.

TO APPEAL

If you think the administration of your exam differed **substantially** from normal testing procedures, you may request a review of the procedures. Verify that the test center administrator will file an incident report **before** you leave the test center —and request a copy of the incident number from that report. Then complete and submit an Eligibility Appeal Request Form. Provide supporting documentation and as much detail as possible.

We'll investigate complaints if you send them to us within **two business days** of your exam, before you receive your official results. To make sure we get your form on time:

- Fax it to 651.681.3295.
- To confirm that we received your appeal, call us the next business day at 651.687.0048. Choose the option for earning an ARRT credential.

If we find that substantive deviations from normal testing procedures occurred, we'll cancel your original score and allow you to retake the exam at no cost. We **won't** adjust your score based on our review.

HOW TO APPEAL

If you think the administration of your exam differed **substantially** from normal testing procedures, you must send your appeal to us within two business days of taking your exam.

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Meeting Our Security Requirements

ARRT credentials are valuable. Some employers require ARRT certification and registration for their technologists, and many states use our exam as a basis for issuing licenses. Everywhere, patients entrust R.T.s with their health and well-being.

That's why security is so important. We want to ensure that people who pass ARRT exams do so by preparing themselves to perform high-quality patient care—not by having advance access to our questions.

REMEMBER: YOU AGREED TO COMPLY

When you apply for certification and registration with ARRT, you agree to comply with our exam security requirements. You'll find the complete wording in Section 3.02 of ARRT Rules and Regulations and more information about subversion in Rule 4 of Rules of Ethics, in ARRT Standards of Ethics. Not meeting these regulations can result in ARRT sanctions, up to and including a determination of ineligibility (see Page 58) or revocation of your ARRT credential.

In short, never disclose information about our exams by using language that is substantially similar to the wording of our questions or answer options. This rule includes (but isn't limited to) disclosing such privileged information to, or receiving such privileged information from:

- Students in educational programs
- Graduates of educational programs
- Educators
- Anyone involved in preparing candidates to take an ARRT exam

REMEMBER

Never disclose information about our exams by using language that is substantially similar to the wording of our questions or answer options.

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WHAT'S OK TO SAY?

We know that taking an ARRT exam is an important event. People will ask you how it went, and you'll probably want to talk about your experience. Here are some examples of what's OK to say—and what isn't.

DON'T SHARE DETAILS ABOUT ARRT'S EXAMS

SCENARIO	Your instructor or program director asks you to "stop by" after the exam and talk about how it went.
WHAT'S OK	You can talk about your general experience ("I didn't think the test was as difficult as I'd expected").
WHAT'S NOT OK	Your instructor or program director shouldn't ask about any details of the exam—and you can't give more information about the exam content than appears in our content specifications.
BOTTOM LINE	If **anyone**—even an instructor or program director—asks you to reveal any of ARRT's questions or answer options, you must report that person to the ARRT Ethics Committee. If you start to reveal exam content, the person you're talking to should stop you right away. Revealing content could subject you both to ARRT's ethics process.

SCENARIO	You tell another candidate, "The test was very difficult. I felt I didn't have enough time."
WHAT'S OK	This is OK because you're simply telling someone how you felt about the exam. You aren't revealing any of ARRT's questions or answer options.
WHAT'S NOT OK	It's not OK for someone to ask you about the specific wording of the exam's questions or answer options.
BOTTOM LINE	If you share any of the questions or answer options on an ARRT exam, you might find yourself part of an ARRT ethics investigation and/or a legal complaint.

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SCENARIO	You tell your instructor, "You didn't teach me about this subject. They asked [specific question] and I felt unprepared."
WHAT'S OK	It's never OK to report a specific question, or the answer options, to anyone.
WHAT'S NOT OK	It's not OK—and it never will be—to report a specific question, or the answer options, to anyone.
BOTTOM LINE	Throughout the application and exam process, you'll sign numerous documents saying you won't share exam questions or options for answers with anyone. We expect you to honor those contracts. If you don't, you might find yourself part of an ARRT ethics investigation and/or a legal complaint.

SCENARIO	You tell another candidate that the exam included multiple-choice and sorted-list questions.
WHAT'S OK	This is OK, because the format of the exam is public information that appears in this handbook.
WHAT'S NOT OK	It's not all right to reveal anything other than what appears in this handbook, in our content specifications, or on our website.
BOTTOM LINE	There's no problem if you limit your conversation to public information, such as what appears in this handbook or on our website.

SCENARIO	You tell another candidate, "I didn't understand this question. Do you know what the test was asking?"
WHAT'S OK	It's never OK to report a specific question, or the answer options, to anyone.
WHAT'S NOT OK	It's not OK—and it never will be—to report a specific question, or the answer options, to anyone.
BOTTOM LINE	Throughout the application and exam process, you'll sign numerous documents saying you won't share exam questions or options for answers with anyone. We expect you to honor those contracts. If you don't, you might find yourself part of an ARRT ethics investigation and/or a legal complaint.

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SCENARIO	You tell another candidate, "If I were you, I'd bring a sweater. The test room was cold."
WHAT'S OK	This is fine. You're simply telling someone else about the test site environment. You aren't revealing any of ARRT's questions or options for answers.
WHAT'S NOT OK	If the conversation continues, and the other person asks specific questions about the exam, don't answer them.
BOTTOM LINE	If you share any of the questions or answer options on an ARRT exam, you might find yourself part of an ARRT ethics investigation and/or a legal complaint.

SCENARIO	Another candidate asks you, "Were there a lot of questions on [specific topic]?"
WHAT'S OK	It's never OK to report a specific question, or the answer options, to anyone. In addition, you can't give more information about the exam content than appears in our content specifications.
WHAT'S NOT OK	Never ask for or give more specific information than what appears in our content specifications, in this handbook, or on our website.
BOTTOM LINE	If someone asks you to reveal ARRT's exam questions or answer options, the conversation violates both the ARRT Standards of Ethics and the legal contract that all candidates sign. If someone asks you a question like this, show that person our content specifications and warn the person about the consequences of revealing ARRT's exam questions or answer options.

DON'T SHARE DETAILS ABOUT ARRT'S EXAMS

ARRT owns the copyright to our exam questions and to the options we offer as answers. In addition, subverting the integrity of ARRT's exams is illegal under the Minnesota Exam Subversion Law. You can find more information about exam security on our website.

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EXPECTED CONDUCT AT THE TEST CENTER

Pearson staff will watch you while you're completing your exam. They'll also make video and audio recordings of the test session. Both observation and a statistical analysis of your test responses can serve as grounds for determining misconduct.

Actions That Would Result in Score Cancellation

Your score will be canceled, you'll have to reapply and pay the fee, and your exam will count as one of your test attempts if you:

- Retrieve or use a cell phone, smart watch, or other electronic device anytime during your exam appointment.
- Remove study materials or any unapproved items from your locker.
- Leave the test center building before you complete your exam.

Be aware that ARRT has a zero-tolerance policy for test center misconduct. If you do any of those things, Pearson staff will end your exam and file an incident report with us. Electronic devices include (but aren't limited to) cell phones; any communication, recording or listening device (such as media players); removable storage devices; personal digital assistants (PDAs); smart watches; calculators or computing watches; scanning pens; laptop computers, tablets, or any computer device; and cameras and other photographic devices.

BE AWARE

ARRT has a zero-tolerance policy for test center misconduct.

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Other Misconduct

Other misconduct includes, but isn't limited to:

- Having access to papers, pamphlets, books, notebooks, or study materials during your exam
- Giving or receiving unauthorized help
- Attempting to take the exam for someone else
- Having someone else take an exam for you
- Failing to follow the instructions of Pearson staff
- Tampering with the computer
- Attempting to use the computer for any function other than completing the exam
- Attempting to remove test content—in any format—from the test center
- Creating a disturbance

If you demonstrate misconduct or irregular behavior, we'll withhold your exam scores. We can also take measures including barring you from future exams, ending your exam, and canceling your scores for this and any previous exam. If you already hold an ARRT credential, we can deny your renewal; revoke or suspend your certification and registration; and take other actions as appropriate.

BE AWARE

If you demonstrate misconduct or irregular behavior, we'll withhold your exam scores—and we could bar you from future exams or cancel your scores.

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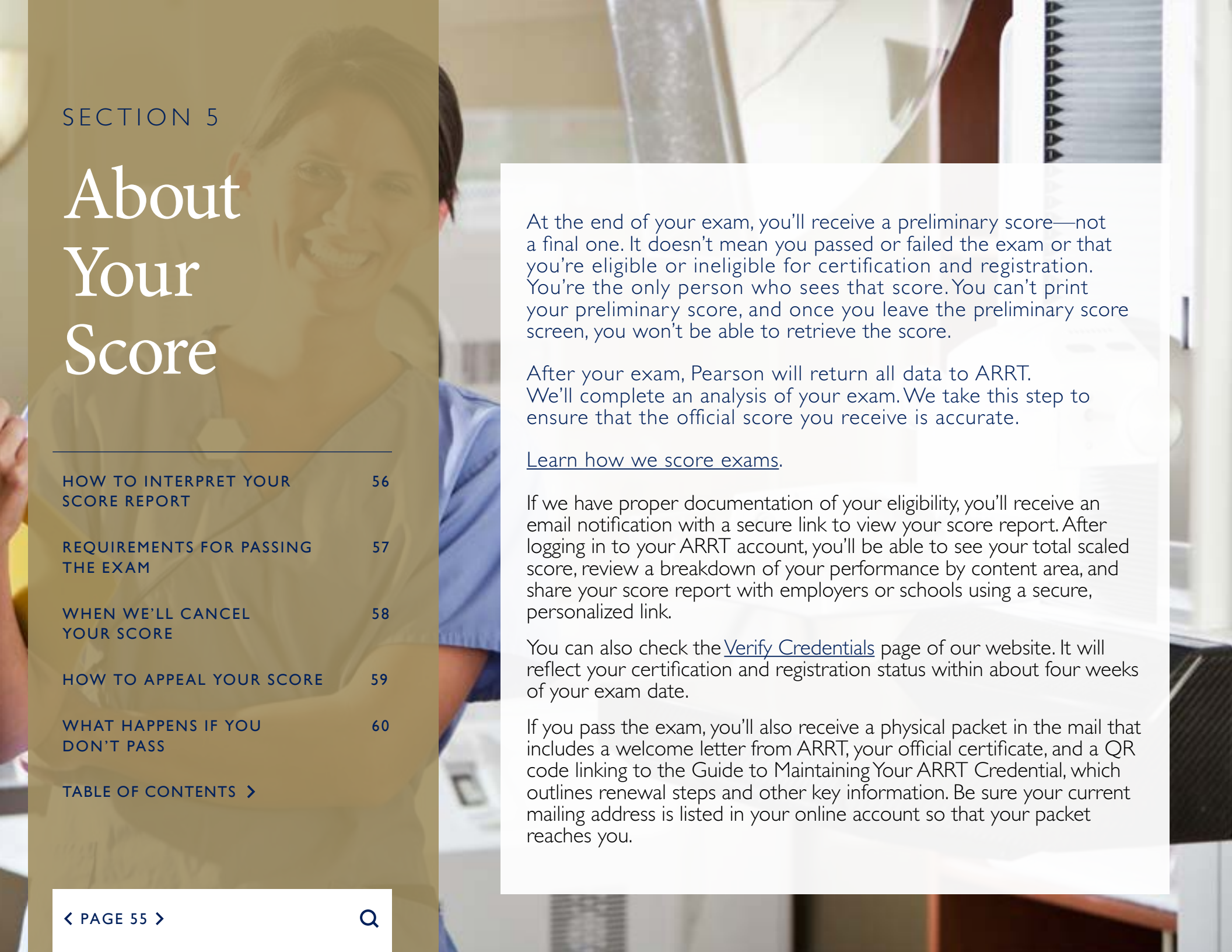

At the end of your exam, you'll receive a preliminary score—not a final one. It doesn't mean you passed or failed the exam or that you're eligible or ineligible for certification and registration. You're the only person who sees that score. You can't print your preliminary score, and once you leave the preliminary score screen, you won't be able to retrieve the score.

After your exam, Pearson will return all data to ARRT. We'll complete an analysis of your exam. We take this step to ensure that the official score you receive is accurate.

Learn how we score exams.

If we have proper documentation of your eligibility, you'll receive an email notification with a secure link to view your score report. After logging in to your ARRT account, you'll be able to see your total scaled score, review a breakdown of your performance by content area, and share your score report with employers or schools using a secure, personalized link.

You can also check the Verify Credentials page of our website. It will reflect your certification and registration status within about four weeks of your exam date.

If you pass the exam, you'll also receive a physical packet in the mail that includes a welcome letter from ARRT, your official certificate, and a QR code linking to the Guide to Maintaining Your ARRT Credential, which outlines renewal steps and other key information. Be sure your current mailing address is listed in your online account so that your packet reaches you.

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How to Interpret Your Score Report

We use scaled scores rather than raw scores to report your exam results. A raw score is the number of questions you answered correctly. A scaled score is more meaningful, because it considers the difficulty of each version of a test in comparison to other versions of the test. In other words, a scaled score of 75 represents the same level of performance—regardless of which version of an exam you took.

Scaled scores for ARRT's exams range from 1 to 99. Section scores range from 0.1 to 9.9; we report them in tenth-point intervals (e.g., 8.1, 8.2, etc.). Your overall score comes from the total number of items you answer correctly—not from your section scores. Because our test sections differ in length, you won't get your total score simply by averaging your section scores.

Use the section scores to review your strengths and weaknesses in content categories. You can generally interpret a section score of 8.1 as equivalent to a scaled score of 81 had that section made up the entire exam. Keep in mind, though, that because section scores come from a smaller number of questions than exam scores, section scores aren't as reliable as total scores.

If you score relatively lower in some areas, consider earning continuing education credits in those areas to increase your knowledge of those topics.

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Requirements for Passing the Exam

YOU NEED A SCALED SCORE (SEE PAGE 56) OF 75 TO PASS AN EXAM

Each ARRT discipline has a different number of exam questions. We conduct studies to determine the number of correct answers needed for a scaled score of 75 on each exam. ARRT and panels of experts from each discipline periodically review our passing scores to ensure their validity.

Remember that passing an exam doesn't make you eligible for certification and registration. You also must meet our education and ethics requirements (see Pages 7–17).

QUESTIONS?

If you have questions about your score, send us a message through your online ARRT account.
Or call us at 651.687.0048 or 877.560.ARRT (2778) and choose the option for earning an ARRT credential.

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When We'll Cancel Your Score

Be aware that ARRT can cancel your test scores in specific instances, which include but aren't limited to these:

- We determine that you haven't met our education or ethics eligibility requirements.*
- There's evidence that the security of the exam you took was compromised—even without evidence that you knowingly compromised our security.
- You provide inaccurate or incomplete information or fees. (If that happens, we can cancel your scores or hold your results for six months; if you don't resolve the issue by then, we'll cancel your scores and count your attempt.)
- You experience severe technical difficulties during your exam. (If that happens, we'll investigate the circumstances and arrange for a makeup exam at no additional cost to you.)

* In such cases, you'll forfeit your application fee, and your exam will count as one of your three attempts (see Page 18). In addition, we'll expect you to cooperate in any investigations of the circumstances surrounding such instances.

Once we've canceled your scores, they won't be valid for certification and registration. In such an instance, you'd have to retake the exam.

QUESTIONS?

If you have questions about your score, send us a message through your online ARRT account. Or call us at 651.687.0048 or 877.560.ARRT (2778) and choose the option for earning an ARRT credential.

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How to Appeal Your Score

We use several quality control procedures to make sure all exams are scored accurately. If you think your exam score is wrong you may request a review by submitting an Eligibility Appeal Request form, located on the Forms page of our website (under General). You can find more details on our website at arrt.org/eligibility-appeal.

When you complete the Eligibility Appeal Request form:

- Carefully follow all instructions.
- Be sure to include all supporting documentation.
- Provide as much detail as possible.
- Include a nonrefundable fee.
- If you're using a paper Eligibility Appeal Request form:
  - Mail it to: ARRT, 1255 Northland Drive, St. Paul, MN 55120, Attn: Eligibility Appeals
  - Postmark it within 14 calendar days of the date your score report was available online. You'll receive an email when it's ready. (Make sure to check your spam folder).

We'll review your responses to each question, compare those responses to the answer key, and recalculate both your raw scores and scaled scores. You'll receive our findings no more than 60 business days after we receive your request. If we find any scoring errors, we'll cancel your original score and provide you with your corrected score.

We'll rescore only your most recent exam attempt.

Appeal Your Score or Reapply/Reinstate

Please be aware you can either submit an Eligibility Appeal Request or you can submit a Reapplication or Reinstatement for Certification and Registration by Examination in the same discipline. Both an appeal and an application can't be in process at the same time. In other words, you can either have an Eligibility Appeal Request in process or an open exam window - but not both. Regardless of the order of submission, the Eligibility Appeal Request will automtically be voided.

APPEALING A SCORE?

Visit arrt.org/forms and locate the Eligibility Appeal Request form.

Postmark it within 14 calendar days of the date your score report was available online. You'll receive an email when it's ready. (Make sure to check your spam folder).

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What Happens If You Don't Pass

If you don't pass the exam on your first or second try, you'll be prompted in your online account to reapply. You can find the reapplication fee on our website. If you don't pass on your third attempt, we'll send you information on how to requalify to take the exam.

Be aware that we regularly update our exam content specifications. If you plan to retake the exam, compare the content specifications on our website to those you used for your previous attempt. You might need to prepare for new content on your next attempt.

Remember

You have three years and three attempts to pass the exam (see Page 18). We must receive your reapplication and fee a minimum of 30 calendar days before your three-year eligibility period expires. If we don't receive it in time, you'll have to requalify before you can take an ARRT exam (see Page 28).

REMEMBER

We regularly update our exam content specifications. If you plan to retake an exam, compare the content specifications on our website to those you used for your previous attempt.

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Once you've met our education, ethics, and exam requirements, you'll earn an ARRT credential. While you keep your certification and registration current, you'll be eligible to use the term Registered Technologist and the abbreviation R.T. with your name.

Visit your ARRT online account for details about maintaining your credential. (If you want to learn more now, review our Guide to Maintaining Your Credential.) Be aware that you'll need to complete the following three types of requirements throughout your career.

1. Renew your credential every year.
2. Complete your Continuing Education Requirements every two years.
3. Fulfill your Continuing Qualifications Requirements every 10 years.

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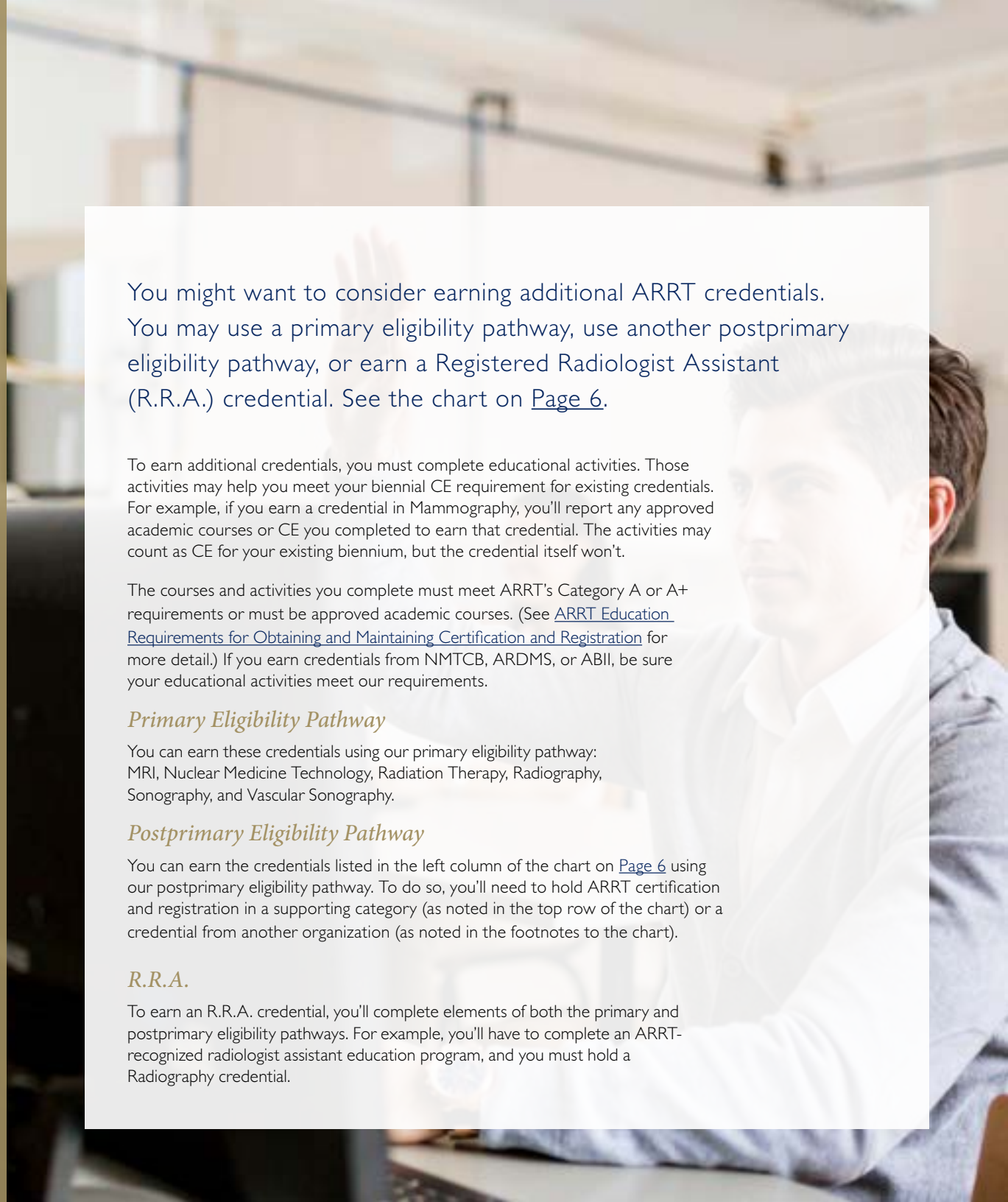

You might want to consider earning additional ARRT credentials. You may use a primary eligibility pathway, use another postprimary eligibility pathway, or earn a Registered Radiologist Assistant (R.R.A.) credential. See the chart on Page 6.

To earn additional credentials, you must complete educational activities. Those activities may help you meet your biennial CE requirement for existing credentials. For example, if you earn a credential in Mammography, you'll report any approved academic courses or CE you completed to earn that credential. The activities may count as CE for your existing biennium, but the credential itself won't.

The courses and activities you complete must meet ARRT's Category A or A+ requirements or must be approved academic courses. (See ARRT Education Requirements for Obtaining and Maintaining Certification and Registration for more detail.) If you earn credentials from NMTCB, ARDMS, or ABII, be sure your educational activities meet our requirements.

Primary Eligibility Pathway

You can earn these credentials using our primary eligibility pathway: MRI, Nuclear Medicine Technology, Radiation Therapy, Radiography, Sonography, and Vascular Sonography.

Postprimary Eligibility Pathway

You can earn the credentials listed in the left column of the chart on Page 6 using our postprimary eligibility pathway. To do so, you'll need to hold ARRT certification and registration in a supporting category (as noted in the top row of the chart) or a credential from another organization (as noted in the footnotes to the chart).

R.R.A.

To earn an R.R.A. credential, you'll complete elements of both the primary and postprimary eligibility pathways. For example, you'll have to complete an ARRT-recognized radiologist assistant education program, and you must hold a Radiography credential.

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You can find much more information at our website: arrt.org. Here are some specific pages you might want to visit:

HANDBOOKS

Primary Eligibility Pathway Handbook

Registered Radiologist Assistant Handbook

Handbook for State Candidates

GOVERNING DOCUMENTS

ARRT Rules and Regulations

ARRT Standards of Ethics

ARRT Education Requirements for Obtaining and Maintaining Certification and Registration

ARRT Examination Requirements for Obtaining Certification and Registration

SUPPORTING DOCUMENT

ARRT Stakeholder Document

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Exam Content Specifications

Clinical Experience Requirements

Structured Education Requirements

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Accreditation Agencies That ARRT Recognizes

Educational Programs That ARRT Verifies

Eligibility Appeal Request Form

Ethics Preapplication Review Form

Maintaining Your Credentials

Name Change Form

State Licensing Entities