

2026

# Handbook for State Candidates

STATE ENTITIES INCLUDE BOARDS  
AND STATE LICENSING AGENCIES

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This handbook provides important information for people planning to take a state licensing exam. Policies, procedures, and information in this handbook supersede that of previous editions.

Review this information carefully. You're responsible for understanding its contents. See [Page 58](#) for more resources.



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We update our handbooks each year. Be sure to follow the policies and procedures in effect when you take your exam.

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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.

## Notice of Nondiscrimination

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 (I.C.E.). 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 I.C.E./NCCA and its accreditation program, visit [credentialingexcellence.org](http://credentialingexcellence.org).

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State licensing is **not** the same as ARRT certification and registration. (We use the term “state licensing” to refer to licenses and permits by any state entities.)

## ARRT Credentials

ARRT develops and administers our own exams, and we issue ARRT credentials to candidates who meet our eligibility requirements—including passing an ARRT exam. If you want to earn an ARRT credential, you must meet our requirements and apply with us.

If you take an ARRT credentialing exam as a state candidate, it will count as one of the three attempts in three years that ARRT allows you. Learn more about [ARRT credentials](#).



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## State Licensing

ARRT also administers exams on behalf of some state entities. You can't use the exam scores you earn as a state candidate to apply for an ARRT credential.

To earn a state license, you must meet the state entity's criteria and follow its application processes.

- Your state entity might require you to pass an exam based on the entity's regulations before you can earn a license to practice.
- Your state entity might require you to earn an ARRT credential before you can get a license to practice.
- Passing a state licensing examination—or being licensed by a state entity—doesn't make you eligible for ARRT certification and registration.
- Similarly, earning an ARRT credential doesn't necessarily mean you're eligible to work in a particular state.

The state in which you plan to work is your best source for [licensing information](#). See [Page 9](#) to learn how to apply to take an ARRT-administered exam for state licensing.

EXAMS ARRT OFFERS TO STATE CANDIDATES		
ARRT-OWNED AND COPYRIGHTED EXAMS	<ul style="list-style-type: none"><li>• Bone Densitometry Equipment Operator</li><li>• CT</li><li>• Fluoroscopy</li><li>• Limited Scope of Practice in Radiography<ul style="list-style-type: none"><li>» Core, Chest, Extremities, Skull/Sinus, Spine, Podiatric</li></ul></li><li>• MRI</li></ul>	<ul style="list-style-type: none"><li>• Mammography</li><li>• Nuclear Medicine Technology</li><li>• Radiation Therapy</li><li>• Radiography</li><li>• Radiography Supervisor and Operator Permit</li><li>• Sonography</li></ul>
CALIFORNIA-DEVELOPED LICENSING EXAMS	<ul style="list-style-type: none"><li>• Dental Laboratory Radiography Permit</li></ul>	<ul style="list-style-type: none"><li>• Dermatology Supervisor and Operator Permit</li></ul>





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## Establishing Your Eligibility

To ensure that you're eligible to take an exam as a state candidate, you must submit both of the following to your [state entity](#):

- Your application for a state license and any supporting documentation
- Any appropriate application fees

Once your state entity determines you're eligible to take the exam, it will notify you. It will also tell you how to pay your ARRT exam fee.

For more information, visit our website for state candidates at [state.arrt.org](#).



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## Apply for One Exam at a Time

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

If you choose to take a state exam first, we won't process your application and fee for the ARRT credentialing exam until one of the following occurs:

- You complete your state exam.
- You answer no, or don't respond, to the nondisclosure agreement.
- You don't appear for a scheduled exam appointment.
- You allow your exam window to expire.

If you choose to take an ARRT credentialing exam first, and you have an exam window for that exam (see [Page 15](#)), you won't be able to pay for your state exam until:

- You complete your ARRT credentialing exam.
- You answer no, or don't respond, to the nondisclosure agreement.
- You don't appear for a scheduled exam appointment.
- You allow your exam window to expire.



### BE AWARE

We don't refund exam fees or transfer them to another discipline. All payments need to be made with at least 30 days of eligibility remaining.





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## How to Apply for State Exams

First, you must submit your state license application, and any appropriate fees, directly to your state entity. If it determines you're eligible to take an exam, it will notify you.

### LOG IN OR CREATE AN ONLINE ACCOUNT

After your state entity informs you that you're eligible to take an exam, you'll need to log in or create an online account as a state candidate with ARRT by visiting [state.arrt.org](https://state.arrt.org). You must [create your own online account](#). Schools, businesses, or another person shouldn't create an account for you.

### SIGN THE AGREEMENT OF STATE CANDIDATES

Then you'll need to read and respond to the [Agreement of State Candidates](#). In short, you must agree not to divulge or receive information that uses language substantially like the questions and the answer options that appear on ARRT exams.

### INDICATE WHETHER YOU NEED ACCOMMODATIONS TO TAKE YOUR EXAM

Next, you must indicate whether you want to apply for testing accommodations based on Americans With Disabilities Act (ADA) guidelines. (See [Page 13](#).) Accommodations are ways of adapting an exam experience to meet the needs of people who have disabilities that might 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.



### REMEMBER

You must request ADA accommodations each time you apply or reapply for an ARRT-administered exam.



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### MAKE SURE YOUR IDENTIFYING INFORMATION IS CORRECT

The name you enter when you apply to your state entity is the name ARRT will use in your permanent record and on your Candidate Status Report. Use your legal name—the one that appears on your birth certificate, marriage certificate, or legal name change document.

After you create your online account, you'll see the name, address, and exam discipline your state entity has provided to us. That information also appears on the payment page. Make sure that your state entity has submitted your information correctly.

If any of the information is wrong, notify your state entity immediately—**before you pay your exam fee**. After your state entity corrects the information, changes will appear automatically on your ARRT online account.

See [Page 36](#) for more information about the ID you'll need at the test center.

### CONFIRM YOUR INFORMATION AND PAY FOR YOUR EXAM

Finally, you'll receive directions for paying ARRT's exam fee. You'll need to use a credit card. ARRT's exam fee is different from the application fee you pay your state entity.

Be sure to confirm any updates to your identification information first.

After you pay, you can't change your exam discipline. Exam fees are nonrefundable, and you can't apply the fees to another discipline or exam.

**Don't pay your exam fee until your state entity corrects any errors in your name, address, and exam discipline.**



### HAVE APPROPRIATE ID

Matching names are one of the best ways for us to make sure the person who applies for a state license 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. See [Page 36](#) for more about appropriate ID.



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## GO TO YOUR ONLINE ACCOUNT FOR MORE INFORMATION

Please allow up to 10 business days for ARRT to process your payment. After we've processed it, your information will go to our test administrator, [Pearson](#). Then your Candidate Status Report will appear in your online account.

Your Candidate Status Report shows:

- Your identification information
- Your state candidate ARRT ID number
- The dates of your exam window (that is, the period during which you can take your exam)
- Your state entity eligibility period if you're a candidate for California, Florida, or Louisiana
- The exam modules that your state entity assigned if you're taking the Limited Scope of Practice in Radiography exam

Make sure all the information is accurate.

The name on your Candidate Status Report must be identical to the name on both forms of ID you bring to the test center (see [Page 36](#)). The only exception is that it doesn't matter if any of your IDs contain 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.

If you receive your Candidate Status Report and the information is correct, wait 24 hours for us to transmit the data to Pearson. Then you may contact Pearson to schedule your exam appointment.

If you have questions about the information on your Candidate Status Report, contact your state entity. If you have questions about the Candidate Status Report itself, call us at 651.687.0048 or 877.560.ARRT (2778) and choose the option for earning an ARRT credential or state license.



You can contact Pearson [online](#) or by phone at 800.632.9055.



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## How to Change Your Name, Address, or Exam Modules

Immediately **contact your [state entity](#)** at the phone number listed on your Candidate Status Report if:

- The name on your ID doesn't match the name on your Candidate Status Report.
- Your name or address changes from what you submitted on your state license application.
- You think the exam modules listed are incorrect (see [Page 46](#)).

Neither ARRT nor our test administrator, Pearson, can process such changes.

When possible, notify your state entity of any change **before** you schedule an exam appointment. If the exam modules change after you've made an appointment, you must cancel your existing appointment until the correction appears on your Candidate Status Report.

If you have a name change after scheduling an appointment, notify your state entity immediately. Make sure that the name change appears on your Candidate Status Report at least two business days prior to the scheduled appointment. If it does not, you must cancel the appointment and then reschedule after the name change is finalized. If you don't cancel your exam appointment, you may be turned away from the test center. In that case:

- You'll forfeit your exam fee.
- Your exam window will close.
- You'll need to contact your state entity to learn how to reapply.

Don't schedule a new appointment until your online Candidate Status Report reflects your changes. Be sure to verify that the changes are correct.

Remember your IDs must match your name as it appears on your Candidate Status Report.



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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 ADA accommodations, which appears on your online account. Do so **before** you pay your exam fee. Instructions about applying for accommodations will appear on your confirmation page.

Keep in mind that your state entity might establish an eligibility period during which you must complete your exam. The eligibility period depends on when you submit your application to your state entity. If you intend to apply for ADA accommodations, allow enough time to complete the accommodation request process, schedule an exam, and take the exam.

We contract with Paradigm Testing, an independent company, to manage our ADA accommodations requests. As part of the process, you'll submit an online form and supporting documents to Paradigm Testing via its secure website. If you want ADA accommodations, you must indicate yes each time your state entity approves you to take an exam—and before you pay your ARRT exam fee.

- If you choose yes, we'll place your exam authorization on hold until you submit your accommodation request and Paradigm Testing processes it. 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.
- For most states, if you don't submit a request to Paradigm Testing within a year, we'll process your file without any accommodations and assign you an exam window (see [Page 15](#)). At that point, we can't grant any ADA accommodations.
  - » **If you're a candidate for California, Florida, or Louisiana**, submit your request and documentation to Paradigm Testing at least 90 days before your state eligibility period expires. If you don't submit a request to Paradigm Testing by then, we'll process your file without any accommodations and assign you an exam window. Once you receive a window, you can't get test accommodations for an exam you take during that window.

Once your accommodations review is complete, we'll send you the decision in writing.

If you've requested accommodations in error, email a signed request to [ADACoordinators@arrt.org](mailto:ADACoordinators@arrt.org). Be sure to include your access code and at least two other identifiers (ARRT ID number, last four digits of your social security numbers, date of birth). You're responsible for making sure any state-assigned deadline dates don't expire before you submit your ADA accommodations documentation.



If you request ADA accommodations, we'll place your ARRT application on hold until you submit your request and Paradigm Testing processes it. If you're a candidate for California or Florida, remember that your state entity eligibility period will expire in less than a year (see [Page 17](#) for California or [Page 20](#) for Florida).





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ARRT will assign you 90 days within which you may take your exam.

For California, Florida, and Louisiana, the ARRT-assigned window isn't the same as your state entity's eligibility period. If you're taking an exam for California, go to [Page 17](#). If you're taking an exam for Florida, go to [Page 20](#). If you're taking an exam for Louisiana, go to [Page 23](#).

## ARRT's 90-Day Exam Window

Generally, your exam window will begin on the Wednesday after we process your payment, and it will extend for 90 calendar days. Be sure to schedule your appointment and complete your exam during that 90-day window.

Your exam window will close automatically:

- After 90 calendar days, unless you request an extension (see [Page 16](#))
- If you miss an exam appointment
- If you don't cancel your exam appointment early enough (see [Page 29](#))
- If you don't comply with the nondisclosure agreement at the test center within two minutes (see [Page 39](#))
- If the name on your IDs doesn't match the name on your Candidate Status Report
- If you have an invalid ID

In such cases, you'll forfeit your exam fee. We'll close your file and report the information to your state entity. You'd need to reapply to your state entity and follow its processes to get a new approval to take your exam. You'll also need to pay a new exam fee to ARRT.



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## Extending an Exam Window

If it's impossible for you to schedule your exam during your 90-day exam window, you may request up to three extensions—as long as enough time remains in your exam window to process the request. If you're taking a state exam for California, go to [Page 17](#). If you're taking a state exam for Florida, go to [Page 20](#). If you're taking a state exam for Louisiana, go to [Page 23](#).

If you're NOT taking an exam for California, Florida, or Louisiana, contact your [state entity](#) to request a window extension. If your state entity approves the change, it will contact ARRT in writing to arrange an extension. We'll process window extension requests only from your state entity—not from you.

Next, if you've scheduled an appointment with Pearson, it must be canceled at least one business day before a window extension can be processed. We are unable to process an extension request if you've scheduled an exam appointment.

In addition, **we must receive your extension request before the last day of your existing exam window.** If your window closes on a weekend or holiday, we must receive your request no later than the last business day before your exam window expires. Be sure to give your state entity sufficient time to approve your request and send it to us. If we receive your extension request after your exam window closes, we can't process it.

Your new exam window will begin on the day ARRT processes the extension request. We don't accept requests for specific window dates, and we don't add 90 days to an existing window.



### REMINDER:

ARRT must receive your extension request before the last day of your existing exam window.



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## If You're Taking a State Entity Exam for California

The California Department of Public Health – Radiologic Health Branch (CDPH-RHB) offers a one-year eligibility period. That means you must complete your exam within one year of the postmark date on the letter you receive from CDPH – RHB. (The letter says that California has accepted your application.) California doesn't extend its one-year eligibility period.

Be aware that if you sign up to take both the Radiography Supervisor and Operator exam and the Fluoroscopy Supervisor and Operator exam at the same time, you can't later decide to take only one of the exams. If you don't complete both sections, we won't score your exam, and you'll forfeit your fee. Check with CDPH – RHB to verify whether you need to take both exams. Do so before you submit your exam fee to ARRT.

Be aware of when your California eligibility period ends. You can find that date on your Candidate Status Report (see [Page 11](#)).



### NOTE

Any exam payment made to ARRT must be done at least 30 days before the end of your state-assigned eligibility period.



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## HOW ARRT'S 90-DAY EXAM WINDOW AFFECTS CALIFORNIA CANDIDATES

Generally, your exam window will begin on the Wednesday after we process your payment, and it will extend for 90 calendar days. Be sure to schedule your exam appointment during that 90-day window.

Your exam window will close automatically:

- After 90 calendar days, unless you request an extension
- After your state eligibility period expires
- If you miss an exam appointment
- If you don't cancel your exam appointment early enough (see [Page 29](#))
- If you don't comply with the nondisclosure agreement at the test center within two minutes (see [Page 39](#))
- If the name on your IDs don't match the name on your Candidate Status Report
- If you have an invalid ID

In such cases, you'll forfeit your exam fee. We'll close your file and report the information to your state entity. You must reapply to your state entity and follow its processes to get a new approval to take your exam. You'll then need to make another exam payment to ARRT.

Although the California eligibility period is longer than ARRT's 90-day exam window, you'll need an extension if you can't take your exam within our assigned exam window. If it's impossible for you to schedule your exam during your exam window, you may request up to three extensions—**as long as you still have time remaining in your California eligibility period.**



### REMINDER

If it's impossible for you to schedule your exam during your exam window, you may request up to three extensions—as long as you still have time remaining in your California eligibility period.



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## TO REQUEST AN EXTENSION FOR CALIFORNIA CANDIDATES

To request an extension, complete the [Window Extension Request Form](#) and fax it to us at the number listed on the request form. We'll only process extensions if sufficient time remains in your California eligibility period. We can't extend your exam window beyond your state entity's eligibility period.

**We must receive your extension request before the final day of your existing exam window.** If your window expires on a weekend or holiday, we must receive your request on or before the last business day before your exam window closes.

If we receive your extension request after your exam window expires, we can't process it. In addition, we are unable to process an extension request if you have an exam appointment scheduled. You'll have to cancel the appointment before we get the extension request.

Your new exam window will begin on the day ARRT processes the extension request. We don't accept requests for specific window dates, and we don't add 90 days to the end of an existing window.

## IF YOU'RE A CALIFORNIA CANDIDATE WHO NEEDS TO REAPPLY

If you don't pass your exam; you don't appear for your scheduled exam appointment; you answer no to the Nondisclosure Agreement; you don't respond to the Nondisclosure Agreement within two minutes; or your 90-day exam window closes—but you still have time remaining in your state entity eligibility period:

- Contact the CDPH – RHB to learn how to receive a new exam authorization.
- Once you have obtained a new authorization, you will need to submit a new exam fee to ARRT.



## REMINDER

Saturdays, Sundays, and national holidays aren't ARRT business days. Plan accordingly.



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## If You're Taking a State Entity Exam for Florida

The Department of Health Radiation Technologist Certification Office offers a 180-day eligibility period. That means you must complete your exam within 180 days of the date that appears on your eligibility letter from the Florida Certification Office. Florida doesn't extend its 180-day eligibility period.

Be aware of when your Florida eligibility period ends. You can find that date on your Candidate Status Report (see [Page 11](#)).



### NOTE

Any exam payment made to ARRT must be done at least 30 days before the end of your state-assigned eligibility period.





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## HOW ARRT'S 90-DAY EXAM WINDOW AFFECTS FLORIDA CANDIDATES

Generally, your exam window will begin on the Wednesday after we process your payment, and it will extend for 90 calendar days. Be sure to schedule your exam appointment during that 90-day window.

Your exam window will close automatically:

- After 90 calendar days, unless you request an extension
- After your state eligibility period expires
- If you miss an exam appointment
- If you don't cancel your exam appointment early enough (see [Page 29](#))
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- If the name on your IDs don't match the name on your Candidate Status Report
- If you have an invalid ID

In such cases, you'll forfeit your exam fee. We'll close your file and report the information to your state entity. You'd need to reapply to your state entity and follow its processes to get a new approval to take your exam. After that, you'll need to make another exam payment to ARRT.

Although the Florida eligibility period is longer than ARRT's 90-day exam window, **you'll need an extension if you can't take your exam within 90 days.** If it's impossible for you to schedule your exam during your exam window, you may request up to three extensions—as long as you still have time remaining in your Florida eligibility period.



### REMINDER

Although the Florida eligibility period is longer than ARRT's 90-day exam window, you'll need an extension if you can't take your exam within 90 days.



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## TO REQUEST AN EXTENSION FOR FLORIDA CANDIDATES

To request an extension, complete the [Window Extension Request Form](#) and fax it to us at the number listed on the request form. We'll only process extensions if sufficient time remains in your Florida eligibility period. We can't extend your exam window beyond your state entity's eligibility period.

We must receive your request before the final day of your current exam window. If your window expires on a weekend or holiday, we must receive your request on or before the last business day before your exam window expires.

If we receive your extension request after your exam window closes, we can't process it. In addition, we are unable to process an extension request if you have an exam appointment scheduled. You'll have to cancel the appointment before we get the extension request.

Your new exam window will begin on the day ARRT processes the extension request. We don't accept requests for specific window dates, and we don't add 90 days to the end of an existing window.

## IF YOU'RE A FLORIDA CANDIDATE WHO NEEDS TO REAPPLY

If you don't pass your exam; you don't appear for your scheduled exam appointment; you answer no to the Nondisclosure Agreement; you don't respond to the Nondisclosure Agreement within two minutes; or your 90-day exam window closes—but you still have time remaining in your state entity eligibility period:

- Contact the Florida Department of Health Radiologic Technology Certification Office to learn how to receive a new exam authorization.
- [Once you have obtained a new authorization, you will need to submit a new exam fee to ARRT.](#)



## REMINDER

Although the Florida eligibility period is longer than ARRT's 90-day exam window, you'll need an extension if you can't take your exam within 90 days.



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## If You're Taking a State Entity Exam for Louisiana

The Louisiana State Radiologic Technology Board of Examiners (LSRTBE) offers a one-year eligibility period. That means you must complete your exam within one year of the date your temporary permit was issued by LSRTBE. Louisiana doesn't extend its one-year eligibility period.

Be aware of when your Louisiana eligibility period ends. You can find that date on your Candidate Status Report (see [Page 11](#)).



### NOTE

Any exam payment made to ARRT must be done at least 30 days before the end of your state-assigned eligibility period.



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## HOW ARRT'S 90-DAY EXAM WINDOW AFFECTS LOUISIANA CANDIDATES

Generally, your exam window will begin on the Wednesday after we process your payment, and it will extend for 90 calendar days. Be sure to schedule your exam appointment during that 90-day window.

Your exam window will close automatically:

- After 90 calendar days, unless you request an extension
- After your state eligibility period expires
- If you miss an exam appointment
- If you don't cancel your exam appointment early enough (see [Page 29](#))
- If you don't comply with the nondisclosure agreement at the test center within two minutes (see [Page 39](#))
- If the name on your IDs don't match the name on your Candidate Status Report
- If you have an invalid ID

In such cases, you'll forfeit your exam fee. We'll close your file and report the information to your state entity. You'd need to reapply to your state entity and follow its processes to get a new approval to take your exam. After that, you'll need to make another exam payment to ARRT.

Although the Louisiana eligibility period is longer than ARRT's 90-day exam window, **you'll need an extension if you can't take your exam within 90 days.** If it's impossible for you to schedule your exam during your exam window, you may request up to three extensions—**as long as you still have time remaining in your Louisiana eligibility period.**



### REMINDER

If it's impossible for you to schedule your exam during your exam window, you may request up to three extensions—as long as you still have time remaining in your Louisiana eligibility period.



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## TO REQUEST AN EXTENSION FOR LOUISIANA CANDIDATES

To request an extension, complete the [Window Extension Request Form](#) and fax it to us at the number listed on the request form. We'll only process extensions if sufficient time remains in your Louisiana eligibility period. We can't extend your exam window beyond your state entity's eligibility period.

**We must receive your request before the final day of your current exam window.** If your window expires on a weekend or holiday, we must receive your request on or before the last business day before your exam window expires.

If we receive your extension request after your exam window closes, we can't process it. In addition, we are unable to process an extension request if you have an exam appointment scheduled. You'll have to cancel the appointment before we get the extension request.

Your new exam window will begin on the day ARRT processes the extension request. We don't accept requests for specific window dates, and we don't add 90 days to the end of an existing window.

## IF YOU'RE A LOUISIANA CANDIDATE WHO NEEDS TO REAPPLY

If you don't pass your exam; you don't appear for your scheduled exam appointment; you answer no to the Nondisclosure Agreement; you don't respond to the Nondisclosure Agreement within two minutes; or your 90-day exam window expires—but you still have time remaining in your state entity eligibility period:

- Contact the LSRTBE to learn how to receive a new exam authorization.
- Once you have obtained a new authorization, you will need to submit a new exam fee to ARRT.



## REMINDER

Although the Florida eligibility period is longer than ARRT's 90-day exam window, you'll need an extension if you can't take your exam within 90 days.



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Your Candidate Status Report will show your exam window (see previous section). That's the period during which you may take your ARRT-administered exam.

## Where to Take Your Exam

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

Only Pearson can confirm your exam dates, times, or locations. You can find driving directions to your selected location under [Find a test center](#) or on your email appointment confirmation from Pearson.





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## How to Schedule Your Exam Appointment

Once we post your Candidate Status Report (see [Page 11](#)) to your online account, please wait 24 hours before contacting Pearson. After 24 hours you can schedule your appointment, 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. local time. Some locations offer evening or weekend hours.

Have your Candidate Status Report available when you schedule. You'll need to verify your name, address, and other identifying information—and provide your exam discipline and state candidate 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 changes, you must contact your state entity to make updates.
- Pearson will send an appointment confirmation to your email address immediately after you schedule your appointment.

Exam appointments fill up quickly. Make yours as soon as you can, even if you don't want to take the exam immediately. Remember: if your exam window expires, you'll have to reapply with your state entity and pay ARRT a new exam fee to receive a new exam window (see [Page 15](#)).



**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](mailto: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 scheduled by 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.

## How to Reschedule

If you miss your appointment or don't cancel it early enough, you'll lose the exam fee you paid to ARRT. In addition, Pearson charges \$10 (plus applicable taxes) 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.

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
- Visiting [home.pearsonvue.com/arrt](https://home.pearsonvue.com/arrt) **at least 24 hours (one business day)** before your appointment; be sure to complete the process

Leaving a voicemail message isn't acceptable.

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. Neither ARRT nor Pearson is responsible for appointment errors.



### REMINDER

Saturdays, Sundays, and national holidays aren't ARRT business days. Plan accordingly.



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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 business days beforehand (that is, 7 p.m. Wednesday for an 8 a.m. Friday appointment).*

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 exam fee if:

- You don't appear for your scheduled exam.
- You don't cancel or reschedule your appointment by following the procedure on [Page 28](#).

In both cases, you'll have to reapply with your state entity. Then you'll have to pay ARRT a new exam fee before you can reschedule the exam.

## In Case of Severe Weather

Call Pearson (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, your file will close and you'll forfeit your fee. You'll need to contact your state entity to learn the next steps for taking your exam. If the test center is closed, you'll be able to reschedule your appointment at no cost.

If you're concerned about severe weather and your appointment is more than 24 hours away, consider rescheduling to avoid transportation difficulties. See [Page 28](#) for details about rescheduling.



### REMEMBER

If you miss your appointment or don't cancel it early enough (see [Page 29](#)), your exam window will close, and you'll forfeit the exam fee you paid to ARRT.



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ARRT's exams measure the knowledge and cognitive skills you need to perform the tasks typically required in your discipline. ARRT and panels of experts from each discipline periodically review the content included on our exams to ensure their validity.

We sometimes change our exam content specifications, policies, and procedures throughout the year. [Visit us online](#) to learn more.

### TOP TIPS FOR A GOOD EXAM EXPERIENCE

- Request ADA accommodations, if needed, when completing your exam payment process (see [Page 9](#)).
- Arrive 30 minutes early.
- Don't bring cell phones or other belongings into the test center (see [Page 37](#)).
- Bring two valid forms of acceptable ID (see [Page 36](#)) to the test center.
- Accept the nondisclosure agreement within two minutes of accessing it (see [Page 39](#)).
- Flag difficult exam questions and return to them if time allows.



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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, call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential or state license.



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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 appear in random order.
- See [Page 42](#) for more info about your exam.



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## About the Limited Scope of Practice in Radiography Exam

The Limited Scope of Practice in Radiography exam is the only one of our exams delivered in modules: Core, Chest, Extremities, Skull/Sinuses, Spine, and Podiatric (see our exam [content specifications](#) for details). You may take some or all modules, depending on the type of license your state allows.

Questions in the exam's core module apply to radiography in general. All candidates must complete that module.

Questions in the radiographic-procedures modules apply to radiography of particular body regions. Licensing requirements vary by state. Some states require candidates to take multiple modules (for example, both chest and extremities). Other states allow candidates to take only one module (for example, chest). Each state's requirements determine which modules you must complete. Direct questions regarding your state's requirements to your state entity. Contact information for your state can be found [here](#).

The computer will present only those modules that your state assigned to you. You'll see those modules listed on your Candidate Status Report. If you think that list is wrong, contact your state entity—not ARRT—immediately. **Do so before scheduling your exam appointment.**

Note that we don't schedule breaks between modules. The exam clock will continue while you move from one module to the next.



### QUESTIONS?

If you have questions about your exam, call us at 651.687.0048 or 877.560.ARR.T (2778). Choose the option for earning an ARRT credential or state license.



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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. No testing environment is completely free of noise. If you're concerned about distractions, request earplugs or noise-reduction headphones from Pearson staff 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](#), clicking on Find 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 didn't take the exam.



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



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## BRING VALID TYPES OF ACCEPTABLE IDENTIFICATION

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

- Your primary ID must be government-issued 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 you don't have proper identification, cancel your appointment and reschedule it when you've acquired two valid forms of acceptable ID. See [Page 28](#) for rescheduling procedures and deadlines.

## 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 (see above).
- 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, your file will close. You'll have to reapply with your state entity. Then you'll have to pay ARRT a new exam fee. If Pearson admits you with questionable ID, ARRT could cancel your exam scores following an investigation.



## BE AWARE

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



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## 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.

## 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; or you may complete the tutorial at the test center on how to access the basic or scientific calculator within your exam.

After you put your personal items in a locker, you'll have access to them only if:

- You have a preapproved ADA accommodation to retrieve something related to a medical condition.
- You're taking the Sonography exam, which includes a 30-minute break; in that case, you may retrieve snacks or lunch from your locker, but nothing else. You're not allowed to contact anyone during your break.

**Having access to any electronic device, books or papers at any time is strictly prohibited.**



## REMINDER

Having access to any electronic device at any time is strictly prohibited.



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### 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 previously fingerprinted for an ARRT or state 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 letter approving them to Pearson. Give it to staff when you check in.



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## GO THROUGH ORIENTATION

Pearson staff will give you a short orientation. Read the ARRT [Rules Agreement](#) and sign 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 also enables you to familiarize yourself with the format of our questions.

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.**



## COMPLETE THE NONDISCLOSURE AGREEMENT IN **TWO MINUTES!**

After you complete the tutorial, you'll see a notification that the exam is about to begin. **Please note that at this point the nondisclosure agreement will appear, and you will have two minutes to answer the question.** A timer will appear 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.

You'll have to obtain a new exam window by reapplying through your state entity and paying a new exam fee to ARRT.

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

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, contact your state entity for approval and pay ARRT a new exam fee.

Learn more about our security requirements (see [Page 38](#)).





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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.

Pearson staff will watch you while you complete 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.

Keep in mind that you won't get extra test-taking time if you leave the room for an unscheduled break. In addition, if you leave for more than 10 minutes, Pearson will file an incident report with us, and we'll investigate. The only exception is if you're taking the Sonography exam, which allows a 30-minute lunch break. As a Sonography candidate, you still must remain inside the test center building during your break, and you can access snacks from your locker only during the break.

You can't leave the test center building before completing your exam—even if you have ADA accommodations. If you leave the building, Pearson won't allow you back inside to finish your exam.

After 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 if 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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## WHAT CONSTITUTES MISCONDUCT

Actions that would result in score cancellation are:

- Retrieving or using a cell phone or other electronic device\* anytime during your exam appointment
- Removing any unapproved items from your locker
- Leaving the test center building before you complete your exam

*\*Electronic devices include (but aren't limited to) cell phones; any communication, recording or listening device (such as media players); smart watches; removable storage devices; personal digital assistants (PDAs); calculators or computing watches; scanning pens; laptop computers, tablets, or any computer device; and cameras and other photographic devices.*

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 the 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 exam 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 and canceling your scores for this and any previous exam. If you hold an ARRT credential, we can deny your renewal; revoke or suspend your certification and registration; and take other actions as appropriate.

Be aware that ARRT doesn't tolerate test center misconduct. If an incident occurs, Pearson staff will end your exam and file an incident report with us.



## BE AWARE

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

The amount of time we allot to each exam depends on the number of questions in the exam. If you request a break, we won't stop the exam clock. That means you'll have less time to spend on the exam.

You'll need to answer each question before the computer lets you move on to the next. 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.

### FOR THE LIMITED SCOPE OF PRACTICE IN RADIOGRAPHY EXAM

Similarly, the amount of time we allot to each module of the Limited Scope of Practice in Radiography exam depends on the number of questions in the module. Each module is separately timed. (See [Page 47](#).)

For the Limited Scope of Practice in Radiography exam, once you end the review session, the module ends. You can't go back and review questions in that module. At that point, if you have additional modules to complete, the next module will appear. Otherwise, the exam will end.

Like our other exams, the Limited Scope of Practice in Radiography exam includes:

- 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

Those items take place once per exam, whether you're taking one or multiple modules.



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



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## Exam Duration and Number of Questions

The charts that begin on this page show how long you'll have for each exam, 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

The charts also show the number of questions and pilot questions (see [Page 33](#)) on each exam.

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)

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)

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MRI			
Scored Items	200	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	230	Survey	10 minutes
Test Time	230 min	Appointment Length	250 minutes (4 hours, 10 minutes)



NUCLEAR MEDICINE			
Scored Items	200	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	230	Survey	10 minutes
Test Time	230 min	Appointment Length	250 minutes (4 hours, 10 minutes)



RADIATION THERAPY			
Scored Items	200	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	230	Survey	10 minutes
Test Time	230 min	Appointment Length	250 minutes (4 hours, 10 minutes)



## WE VALUE YOUR OPINION

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.




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RADIOGRAPHY			
			
Scored Items	200	Tutorial	8 minutes
Pilot Items	30	NDA	2 minutes
Total Items	230	Survey	10 minutes
Test Time	230 min	Appointment Length	250 minutes (4 hours, 10 minutes)

SONOGRAPHY			
			
Scored Items	360	Session Break	30 minutes
Pilot Items	40	Tutorial	8 minutes
Total Items	400	NDA	2 minutes
Test Session 1 (Procedures)	240 min	Survey	10 minutes
Test Session 2 (Patient Care and Image Production)	150 min	Appointment Length	440 minutes (7 hours, 20 minutes)



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## LIMITED SCOPE OF PRACTICE IN RADIOGRAPHY

(See [Page 39.](#))

PROCEDURE MODULES	NUMBER OF QUESTIONS
Core Module	100 Plus 15 unscored pilot items
Chest Module	20 Plus 5 unscored pilot items
Extremities Module	25 Plus 5 unscored pilot items
Skull/Sinus Module	20 Plus 5 unscored pilot items
Spine Module	25 Plus 5 unscored pilot items
Podiatric Module	20 Plus 5 unscored pilot items

BONE DENSITOMETRY EQUIPMENT OPERATOR			
Scored Items	60	Tutorial	8 minutes
Pilot Items	25	NDA	2 minutes
Total Items	85	Survey	10 minutes
Test Time	90 min	Appointment Length	110 minutes (1 hour, 50 minutes)

## WE VALUE YOUR OPINION

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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CALIFORNIA DENTAL LAB RADIOGRAPHY PERMIT			
Scored Items	80	Tutorial	8 minutes
Pilot Items	0	NDA	2 minutes
Total Items	80	Survey	10 minutes
Test Time	90 min	Appointment Length	110 minutes (1 hour, 50 minutes)

CALIFORNIA DERMATOLOGY SUPERVISOR AND OPERATOR PERMIT			
Scored Items	50	Tutorial	8 minutes
Pilot Items	0	NDA	2 minutes
Total Items	50	Survey	10 minutes
Test Time	60 min	Appointment Length	80 minutes (1 hour, 20 minutes)

CALIFORNIA RADIOGRAPHY SUPERVISOR AND OPERATOR PERMIT			
Scored Items	100	Tutorial	8 minutes
Pilot Items	0	NDA	2 minutes
Total Items	100	Survey	10 minutes
Test Time	105 min	Appointment Length	125 minutes (2 hour, 5 minutes)

FLUOROSCOPY			
Scored Items	90	Tutorial	8 minutes
Pilot Items	20	NDA	2 minutes
Total Items	110	Survey	10 minutes
Test Time	120 min	Appointment Length	140 minutes (2 hour, 20 minutes)



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## Meeting Our Security Requirements

Across the U.S., patients entrust medical imaging professionals and radiation therapists with their health and well-being. That's why [exam security](#) is so important.

We want people who pass the exams we administer to do so by preparing themselves to perform high-quality patient care—not by having advance access to questions. Security is critical to ensuring that an exam is an accurate and reliable measure of the skills needed to practice medical imaging, interventional procedures, and radiation therapy.

### REMEMBER: YOU AGREED TO COMPLY

Before paying your exam fee to ARRT, you agreed to comply with our exam security requirements. In short, you agreed never to 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-administered exam
- Co-workers, family, and friends



### 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 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-ADMINISTERED 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 <b>anyone</b> —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	Be careful, though. 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	Candidates should review the content specifications (available on our website) to learn what topics our exams cover. Never ask for or give more specific information than 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.

### *Help Us Protect Exam Security*

If you know of any situations in which the security of ARRT exam materials might have been compromised, please [report a security concern](#).



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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 adjustments.

### 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. You can also find more details at [arrt.org](#) by searching eligibility appeal. 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 automatically be voided.

We'll investigate complaints if you send them to us within **two business days** of your exam. 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 or 877.560.ARRT (2778). 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.



## SECTION 6

# About Your Score

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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 we send to your state entity is accurate.

You won't see a preliminary score at the test center, and we won't release your exam score to you. Instead, we'll forward your score to your state entity, which will determine whether you pass or fail. Contact your state entity to learn how to receive your results.

[Learn how we score exams.](#)





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## How to Interpret Your Score

We use scaled scores to report results for the CT, Fluoroscopy, Nuclear Medicine Technology, Mammography, MRI, Radiation Therapy, Radiography, and Sonography exams. A scaled score accounts for minor differences in difficulty across multiple versions of the same exam so that a scaled score of 75 represents the same level of performance irrespective of which version of the exam you took.

Scaled scores for ARRT's exams range from 1 to 99. The total scaled score **doesn't** equal the number—or percentage—of questions you answered correctly. Instead, we determine the number of correct answers required to achieve a score of 75 by conducting regular standard-setting studies. ARRT and panels of consultants periodically review the standards to assure their validity.

We also use scaled scores to report your performance in each section of these exams, which shows strengths and weaknesses in particular content categories. Section scores range from 0.1 to 9.9. We report them in tenth-point intervals (e.g., 8.1, 8.2). Keep in mind that section scores aren't as reliable as total scores because they come from a smaller number of questions.

For the Sonography exam, the Obstetrical and Gynecological Procedures section score is based on the 109 questions in the First Trimester Obstetrics, Second/Third Trimester and High Risk Obstetrics, and Gynecology sections.

We report raw scores for our other state entity exams not listed above.

### IF YOU TAKE A BONE DENSITOMETRY EQUIPMENT OPERATOR, CALIFORNIA-SPECIFIC, OR RADIOGRAPHY SUPERVISOR AND OPERATOR EXAM

For the Bone Densitometry Equipment Operator, California Dermatology Supervisor and Operator Permit, California Dental Laboratory Radiography Permit, and California Radiography Supervisor and Operator Permit exams, we report to your state entity the number of questions you answered correctly. Your state entity will determine whether you passed or failed based on your score, and will notify you of your results.

### IF YOU TAKE A LIMITED SCOPE OF PRACTICE IN RADIOGRAPHY EXAM

We report the number of questions you answered correctly in each module. Your state entity will determine whether you passed or failed based on your score, and will notify you of your results.



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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:

- There’s evidence that the security of the exam you took was compromised—even without evidence that you knowingly compromised our security.
- 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.)

We’ll expect you to cooperate in any investigations into the circumstances surrounding such instances.



### QUESTIONS?

If you have questions about your score, call us at 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential or state license.



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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, however, 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](http://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.
- Pay the 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 postmark date on the envelope in which your score report arrives.

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

Be aware that you can either submit an Eligibility Appeal Request or you can reapply but not both. You can't have an appeal and a reapplication in process at the same time. If you submit both an Eligibility Appeal Request and a reapplication, the Eligibility Appeal Request will automatically be voided, regardless of which you submitted first.



### APPEALING A SCORE?

Visit [arrt.org/forms](http://arrt.org/forms) and locate the Eligibility Appeal Request form.

Submit your form within 14 calendar days of the postmark date on the envelope in which your score report arrives.



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## What Happens If You Don't Pass or Can't Take the Exam

Contact your state entity if you:

- Fail the exam
- Don't appear as scheduled to take the exam
- Answer no, or don't respond within two minutes, to our nondisclosure agreement
- Allow your 90-day exam window to expire
- Are turned away at the test center because of invalid identification

Ask your state entity for information on its re-exam process.

If your state entity determines you're eligible for re-exam, it will submit your information to ARRT and notify you of your approved authorization. At that point, submit your fees through your state. Then, seven to 10 days later, log in to your ARRT online account to view your state.arryt.org account. Candidate Status Report. See [Page 11](#).



### 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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# For More Information

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### STATE ENTITIES

Review your state entity [licensing information](#) if you have questions about:

- Licensing eligibility or requirements
- Exam results
- Name and/or address changes
- Window extension requests (excluding California and Florida; see [Page 17](#) and [Page 20](#), respectively)

### PEARSON

Contact [Pearson](#) (800.632.9055) if you have questions about:

- Scheduling, rescheduling or canceling your exam appointment
- Test center locations and driving instructions

On its website, you can watch a video on what to expect during your exam and review frequently asked questions.

### OTHER

[ARRT Video Library](#)

[Accreditation Agencies That ARRT Recognizes](#)

[Educational Programs That ARRT Verifies](#)

[Eligibility Appeal Request Form](#)

[State Licensing Entities](#)

### ARRT

[Contact ARRT](#) if you have questions about:

- Our [exam content specifications](#) or [handbooks](#)
- What to expect at the exam center
- Taking the exam
- Issues at the test center
- [Extending your window for California candidates](#) (ARRT can approve extensions, in 90-day increments, until you reach the last day of your one-year state eligibility period)
- [Extending your window for Florida candidates](#) (ARRT can approve extensions, in 90-day increments, until you reach the last day of your 180-day state eligibility period)
- [Extending your window for Louisiana candidates](#) (ARRT can approve extensions, in 90-day increments, until you reach the last day of your one-year state eligibility period).

Visit [our website](#) to access more resources.

### EXAM INFORMATION

[Exam Content Specifications](#)

### HANDBOOKS

[ARRT Primary Eligibility Pathway Handbook](#)

[ARRT Postprimary Eligibility Pathway Handbook](#)

