

2026

Imaging Assistant, Magnetic Resonance 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®





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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.

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.

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About the Imaging Assistant Role

The health care landscape is evolving—and so are the needs of imaging teams. As MRI scanning services continue to expand rapidly, the demand for trained on-site assistants has become increasingly urgent. Teleradiology and remote scanning capabilities are reshaping health care delivery, making it more essential than ever to have qualified assistants who support patient safety.

This new credential is designed to support Registered Technologists (R.T.s) in the MR environment. Imaging assistants will play a vital role in:

- MR Level 2 safety
- Patient care
- Positioning
- Assisting with contrast administration

Imaging Assistants, Magnetic Resonance, I.A.(MR), won't perform imaging or scanning, but this role will enhance patient safety, improve workflow, and support technologists in delivering high-quality care. Imaging assistants must pass an exam that incorporates the key safety training elements for Level 2 MR personnel.



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Creating an ARRT Account

IF YOU DON'T HAVE AN ARRT ACCOUNT

You can create an account [here](#). You'll be asked to provide your name, email address, mailing address, date of birth, Social Security Number (SSN), and phone number. Once your account is created, you'll be able to log in and view your dashboard. (If you don't have an SSN, you'll be able to select a box indicating that).

IF YOU ALREADY HAVE AN ARRT ACCOUNT

Don't complete the account creation form. Instead:

1. Log in to your existing ARRT account.
2. From your dashboard, select Earn Additional Credentials (above the Renewal and CE Status box).
3. Navigate to the Imaging Assistant section and click "get started."
4. Select the discipline from the dropdown menu.

This will add I.A.(MR) to your dashboard.

WHAT YOU'LL SEE WHEN YOU LOG IN

When you access your dashboard, you'll see the documentation tool. This tool is where you'll log clinical competencies, document structured education, and submit other required documentation.

THREE STEPS TO AN ARRT CREDENTIAL

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

1. Education ([Page 6](#))
2. Ethics ([Page 8](#))
3. Examination ([Page 14](#))



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Education Requirements

You must meet the following educational requirements before you can apply for an Imaging Assistant, Magnetic Resonance credential.

COMPLETE YOUR EDUCATION

You must:

- Earn a high school diploma or GED.
- Complete [structured education requirements](#).

DEMONSTRATE CLINICAL COMPETENCY REQUIREMENTS

First, find a clinical site and verifier. You must perform and document a specific number of clinical activities related to magnetic resonance in a clinical setting, such as a hospital, imaging center, or medical clinic. [View specific requirements about who can verify clinical activities](#).

Next, start completing and documenting your [clinical competency requirements](#). You'll have 24 months from the date of your first clinical competency or structured education activity completion to apply for the I.A.(MR) exam.

Until you apply for the exam, any logged activities that exceed the 24-month timeframe will automatically expire. Once you apply for the exam and are assigned an exam window, your clinical competency activities are locked in and won't expire.

IF YOU ARE ALREADY WORKING AS AN MRI IMAGING ASSISTANT

You probably work with a person who meets the qualifications and can verify your activities.

IF YOU'RE NOT CURRENTLY WORKING IN THIS FIELD

You may need more info about how to find a clinical site and a qualified person to verify activities for you. [Here are some recommendations](#) to help you get started.



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MEET YOUR DEADLINES

Once you've completed the requirements and submitted an initial application, you'll have three years—and three attempts—to pass the ARRT exam. Each exam attempt requires a new application and fee.

TO ESTABLISH ELIGIBILITY

Complete these steps to become eligible to apply for ARRT certification and registration:

- Create an account on [arrt.org](https://www.arrt.org).
- Earn a high school diploma or GED.
- Complete your clinical competency requirements.
- Complete your structured education.
- Undergo an ethics review, if necessary (see next page for more information).
- Apply for ARRT certification and registration through your online account.



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Ethics Requirements

ARRT enforces high standards of ethics and professional conduct both among registrants 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 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 9](#) for more information.

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 MUST:

- Comply with everything in the [ARRT Standards of Ethics](#).
- Tell us of any ethics violations that took place before you applied with ARRT. But don't submit your ethics documentation before you submit either an Ethics Review Preapplication or an Application for Certification and Registration.
- Notify us within 30 calendar days of any ethics violations that take place after you apply for ARRT certification and registration.



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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, see Pages 11-13 .

YOUR STATUS	I haven't yet applied for certification and registration with ARRT, and I haven't yet completed all of my Education Requirements.
WHAT TO DO	• Consider asking for an Ethics Review Preapplication (see Page 10).
WHAT NOT TO DO	• Otherwise report the potential violation when you apply for certification and registration. • Don't submit your ethics documentation before you submit either an Ethics Review Preapplication or an Application for Certification and Registration.

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. or I.A.
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.



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DETERMINE YOUR ELIGIBILITY IN ADVANCE

If you're concerned about whether something in your past will affect your eligibility for certification and registration, consider completing an [Ethics Review Preapplication](#).

You may submit an Ethics Review Preapplication at any time—before, during, or after your educational program.

Please note: the preapplication is optional and requires a \$100 nonrefundable fee. Many applicants choose to report potential violations directly in their full application instead.

Our Ethics Committee will review your submission and might begin an in-depth investigation. If you're under an ethics review, you may schedule and sit for an ARRT exam. But we'll hold your scores until the review is complete, and we might cancel your scores depending on the outcome of the review.

If the committee determines that you've committed an ethics violation—and that it warrants a sanction—you might be ineligible to apply with ARRT for a set time. Keep in mind, though, that most people who report potential problems aren't deemed ineligible. And most registrants don't have their credentials revoked.

Of the 1,289 ethics violations ARRT investigated in 2025, only 12 cases (<1%) resulted in revocation.



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HOW TO REPORT VIOLATIONS

When you submit our 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	Along with your completed application, 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 and you have an online ARRT account, contact us using Message Center. 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 <u>excluding</u> 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	Along with your completed application, 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 and you have an online ARRT account, contact us using Message Center. 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 or for offenses that occurred while in high school or a GED program
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	Along with your completed application, 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 and you have an online ARRT account, contact us using Message Center. 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 36](#).

YOU'LL HAVE THREE ATTEMPTS TO PASS

Be aware that 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. 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 25](#)).

If you take an ARRT exam 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? If you have an online ARRT account, contact us using Message Center. Or call us at 651.687.0048 or 877.560.ARRT (2778), and choose the option for earning an ARRT credential.

- 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 to 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 your state. [Your state](#) is your best source for state licensing information. For more information on ARRT eligibility requirements, see [Page 7](#).



[CLICK HERE](#)

To learn more
about state licensing.



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Once you've completed your clinical and education requirements, as well as met our ethics requirements, you're ready to apply for certification and registration with ARRT.

We'll process your application and issue your Candidate Status Report within two business days after you submit the application. If you apply for ADA accommodations (see [Page 20](#)), the process might take longer.

STEPS TO APPLYING

Be sure to complete these steps as you prepare your application:

- Consent to the Agreement of Candidates and the Family Educational Rights and Privacy Act (FERPA) ([Page 13](#)).
- Use your legal name on your application—and make sure it matches your two forms of valid and acceptable ID **exactly** ([Page 18](#)).
- Meet all deadlines ([Page 22](#)).



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Apply for One Credential at a Time

YOU MAY ONLY APPLY FOR ONE ARRT CREDENTIAL OR STATE LICENSING EXAM 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, you can't apply for an ARRT credential in more than one discipline at the same time.

QUESTIONS?

If you have questions and you have an online ARRT account, 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.



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Prepare Your Application

SIGN THE AGREEMENT OF CANDIDATES

When you apply for certification and registration, consent to the [Agreement of Candidates](#). Be familiar with the agreement and ARRT's other requirements before you apply with us.

HAVE APPROPRIATE 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

The name you enter when you set up your account 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.

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. **It doesn't matter if your ARRT account has 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.

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 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.



BE AWARE

Your IDs don't have to contain your middle name or initial—but if they do, they must be consistent with the name on your Candidate Status Report.

For example, it's acceptable if your Candidate Status Report lists Mary M. Smith and your ID has Mary Marie Smith or Mary Smith.



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If Your ID Is Invalid

You won't be allowed to take the exam at the test center if:

- You don't have two valid forms of acceptable ID (see [Page 18](#)).
- 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. You'll then have to reapply and pay a fee to get a new exam window, provided there's time remaining in your three-year eligibility period. **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 (see [Page 14](#)). If ARRT's cancellation means you don't pass your exam within the allotted three years, you won't receive an extension.

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 34](#) for rescheduling procedures and deadlines.



BE AWARE

If ARRT's cancellation means you don't pass your exam within the allotted three years, you won't receive an extension.



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IF YOU NEED ACCOMMODATIONS TO TAKE YOUR EXAM

The purpose of exam accommodations is to provide candidates with full access to the exam. The purpose isn't to assure improved performance, a passing score, exam completion, or other specific outcomes.

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 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. If you want ADA accommodations, 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 accommodations 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 contact us.

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.

Accommodation request reviews take approximately 10 business days.



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Meet All Deadlines

Be sure you meet these deadlines when submitting your application for ARRT certification and registration:

- You must have your high school diploma or General Education Development (GED).
- You must complete the ARRT Clinical Competency and Structured Education Requirements for Imaging Assistant, Magnetic Resonance during the 24-month period immediately preceding submission of your application.
- You can request an optional ethics review preapplication before you apply.

These deadlines apply regardless of your personal circumstances, including military service.

All academic transcripts awarded by institutions based outside of the United States that are submitted to satisfy educational requirements to obtain certification and registration require an evaluation by an academic credential evaluation service that is a member of AICE, NACES, and/or CED.

Transcripts in foreign languages will need to have an English language translation submitted for acceptance.

The academic credential evaluation must provide ARRT with an evaluation showing equivalency to education provided in the United States. This will require that the transcript and/or evaluation provides the necessary information to convert the academic credits earned to semester or quarter credits.



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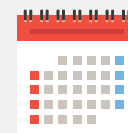
TO SUBMIT AN ONLINE APPLICATION

- You may submit your online application once you've completed all education requirements and you're at least 18 years of age.
- Log in to your ARRT account dashboard and click the Apply button.
- Follow the instructions, then pay the [application fee](#).
- We accept Visa, MasterCard, Discover, and American Express credit cards.
- We don't refund fees or transfer them to another discipline.

If you don't require testing accommodations for an ADA-qualifying disability, you'll receive a Candidate Status Report in your ARRT account once we process your application. You must wait 24 hours before scheduling your exam appointment. We'll need more time if you request testing accommodations.

AFTER YOU APPLY

If any of the information on your Candidate Status Report is wrong, call us right away at 651.687.0048 or 877.560.ARR.T (2778) and choose the option for earning an ARRT credential. Do that **before** you schedule your exam.



Allow up to 30 calendar days for ARRT to process your application—more if you request ADA accommodations. Applications received by ARRT fewer than 30 days before the end of the three-year period will not be processed.

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IF WE FIND YOU INELIGIBLE

ARRT can find you ineligible in these instances:

- If you submit an Ethics Review Preapplication (see [Page 10](#)) 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 at arrt.org by searching "eligibility appeal." Be sure to submit any supporting documentation.



QUESTIONS?

If you have questions about your application, and you have an ARRT account, log in and use Message Center to contact us. 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 Requalify

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

To requalify, you'll have to meet our initial eligibility requirements again. You must complete and document a new set of clinical and educational requirements. These requirements must be dated after the date of your last attempt or end of your three year eligibility period.

You'll then need to apply for certification and registration and pay the nonrefundable [application fee](#).

QUESTIONS?

If you have questions and you have an online ARRT account, 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.



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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 an 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](https://www.arrt.org/forms) and locate the Name Change Form under General.
- Follow the instructions to complete and submit the form.
- You'll need to provide supporting documentation 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). Choose the option for earning an ARRT credential.

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How to Change Your Address and Phone

If you change your address or cell phone number after you apply with ARRT, notify us immediately to ensure you receive all our correspondence with you. Call 651.687.0048 or 877.560.ARRT (2778) and choose the option for earning an ARRT credential. If you have an ARRT online account, you can change your address or cell phone number by:

- Logging in to your ARRT account
- Clicking the Account button in the upper right of the screen
- Choosing Settings
- Clicking on the Update Address & Phone tab under Update Profile and Settings

Keep in mind that you can't change your address at the test center.

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.



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Before you can schedule your exam, you need a Candidate Status Report from ARRT. When you apply online, we'll post it to your account within two business days. 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 21](#)).
- Schedule your exam early; appointments fill up fast ([Page 31](#)).
- Don't schedule your exam until you have two valid forms of acceptable ID ([Page 18](#)).
- 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 reschedule or cancel your appointment, be aware of associated fees and deadlines.



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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 (the three-year period you have to take up to three exam attempts), and the dates of your exam window (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 or your eligibility status and you have an ARRT account, use Message Center to contact us. Or call 651.687.0048 or 877.560.ARRT (2778). Choose the option for earning an ARRT credential.



QUESTIONS?

If you have questions about your Candidate Status Report and you have an online ARRT account, 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.



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ABOUT YOUR EXAM WINDOW

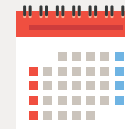
Your exam window is the one-year period of time during which you can schedule and take your exam, so it's important to understand when it opens and closes.

- When you apply online, your window will begin within two calendar days of ARRT processing your application.

Your window will close automatically:

- After 365 calendar days.
- If you miss an appointment to take the exam without giving the required notice (see [Page 33](#)).
- If you don't agree or respond to the nondisclosure agreement at the test center (see [Page 41](#)) within two minutes of accessing it.
- If you're turned away from Pearson because of an issue with your identification (see [Page 18](#)).

If you don't schedule and take an exam during your exam window, you'll forfeit your application fee—but your exam window closing doesn't count as an exam attempt. To open a new exam window, you'll need to reapply and pay a nonrefundable reapplication fee (see [Page 57](#)). We must receive your reapplication and fee a minimum of 30 calendar days before your three-year eligibility period expires.



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

You may schedule your exam with Pearson 24 hours after you receive your Candidate Status Report. You can either:

- Make your appointment [online](#), following the instructions on the Pearson website.
- Call 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, follow the directions on [Page 26](#) and [Page 27](#) before you contact Pearson to schedule.
- After you apply online, your Candidate Status Report (CSR) appears in your ARRT account. If you have questions about your exam, and you have an online ARRT account, contact us using Message Center. Or call us at 651.687.0048 or 877.560.ARR.T (2778), and choose the option for earning an ARRT credential.
- Pearson will send a confirmation to your email address.

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 can't extend your exam window. If yours expires, you'll have to reapply and pay a new application fee to receive a new window (see [Page 57](#)).



[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.



REMINDER

Keep the confirmation that Pearson emails you 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 and your exam window will close. 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 properly scheduled, rescheduled, or canceled your appointment. 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 34](#).

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 14](#)).

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 26](#).)

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](#). Follow the instructions at the beginning of the form. You can also find more details at [arrt.org](#) by searching "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 34](#) for details about rescheduling.



REMEMBER

If you miss your appointment or don't cancel it early enough (see [Page 34](#)), 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 21](#)).
- Arrive 30 minutes early.
- Don't bring cell phones or other belongings into the test center ([Page 40](#)).
- Bring two valid forms of acceptable ID (see [Page 18](#)) to the test center.
- Respond by accepting the nondisclosure agreement within two minutes of accessing it ([Page 41](#)).
- 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, and you have an online ARRT account, contact us using Message Center. 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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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 fee—and you'll have to reapply and pay a new fee to get a new exam window—a late arrival **won't** count as an examination attempt.

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.



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 ways 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 an ADA accommodation to retrieve something related to a medical condition.

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

BRING PROPER IDENTIFICATION

Be sure to bring proper identification ([see Page 18](#)).

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 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. 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 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.**



THE EXAM WILL STOP IF YOU DON'T
AGREE TO THE NONDISCLOSURE
AGREEMENT WITHIN 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.

Although your appointment won't count as an attempt under our three-year, three-attempt policy (see [Page 14](#)), you'll have to obtain a new exam window by reapplying and paying the reapplication fee.

THE EXAM WILL END IF YOU DON'T 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 46](#)).



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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. 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.

IMAGING ASSISTANT, MAGNETIC RESONANCE



Scored Items	100	Tutorial	8 minutes
Pilot Items	20	NDA	2 minutes
Total Items	120	Survey	10 minutes
Test Time	120 min	Appointment Length	140 minutes (2 hours, 20 minutes)

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

The chart on this page shows 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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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 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.



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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 exams as a basis for issuing licenses. Everywhere, patients entrust registrants 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 our 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 24](#)) 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
- Graduates of educational programs
- Educators
- Anyone involved in preparing candidates to take an ARRT exam
- Colleagues seeking certification



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 colleague 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 colleague 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 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 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 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 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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*If you are taking the beta exam (offered Oct. 15.-Nov. 30, 2026), you won't receive a preliminary score.

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 an Exam

YOU NEED A SCALED SCORE (SEE [PAGE 53](#)) 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.

If you take the Imaging Assistant, Magnetic Resonance exam, you also need a score of 7.5 or greater in the MRI Screening and Safety section. The MRI Screen and Safety score is based on 37 questions.

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 6-13](#).

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.
- Your Candidate Status Report includes a message explaining why we're holding your results, and you don't satisfy that condition within six months of the date you take your exam.*
- 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 14](#)). 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.
- 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 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 automatically 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, the Reapply button will appear on your dashboard. You can find the [reapplication fee](#) on our website.

If you don't pass on your third attempt, we'll give you information on how to requalify. The information will appear on your dashboard.

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 14](#)). 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 the exam again.



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.

SECTION 6

Maintaining Your Credential

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 Imaging Assistant and the abbreviation I.A. with your name.

You'll also receive information about [maintaining your credential](#). (If you want to learn more now, review our [Guide to Maintaining your ARRT Credential](#)). In the meantime, be aware that you'll need to complete the following two types of requirements throughout your career:

- Renew your credential every year.
- Complete your Continuing Education Requirements every two years.



SECTION 8

For More Information

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

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](#)

EXAM INFORMATION

[Exam Content Specifications](#)

OTHER

[ARRT Video Library](#)

[Accreditation Agencies That ARRT Recognizes](#)

[Educational Programs That ARRT Verifies](#)

[Ethics Preapplication Review Form](#)

[Maintaining Your Credentials](#)

[State Licensing Entities](#)

