

RESNET Policy on Persons with Special Needs Taking RESNET Online National Certification Tests

April 27, 2012

RESNET staff has been asked on several occasions for guidance on candidates taking certification training who claim to have learning disabilities or special needs.

It is RESNET's commitment to provide reasonable accommodation for individuals with learning disabilities or special needs who wish to take certification training.

The following is the policy adopted by the RESNET Training and Education Committee on providing reasonable accommodation to individuals with learning disabilities or special needs:

"It is RESNET's policy to provide reasonable accommodation to individuals diagnosed as having learning disabilities or special needs. The rater candidate who claims to have a learning disability or special needs shall provide the training provider documentation of the disability with recommended accommodations as diagnosed by a licensed psychological examiner or doctor. Documentation older than 5 years is not acceptable unless the candidate's learning disability is documented as a long-standing condition. This documentation must be provided thirty days prior to the certification training.

RESNET provides reasonable accommodation to all rater candidates by offering a 50 question, two hour on-line test that is open book and allows the use of a calculator. If this accommodation is determined to be insufficient then the training provider can petition to the RESNET Deputy Director for accommodation such as providing additional time for the online test or the use of aids such as the use of assistive reading technology.

The petition shall include:

- *Name of candidate for certification*
- *Location of test*
- *Diagnosis of learning disability or special need*
- *Documentation of candidate's disability or special need*
- *Requested additional accommodation (such as additional time needed for test or the use of assistive reading technology)*

The RESNET Deputy Director will make a determination on the request within five (5) working days.

If the request is rejected, the request can be appealed to the RESNET Executive Director for a period of ten (10) working days.