
Accommodation of Special Needs

Candidates with special needs may request special accommodations and arrangements to sit the examination on the scheduled exam date.

If the candidate requires accommodation for a special need, they must access and complete the special accommodation application form available on the registration website when applying for the exam. All requests for special accommodations must be supported with written verification of the nature and extent of the candidate's special needs from a licensed professional verifying the candidate's identified special needs as well as documentation from the educational institution where candidates received their education.

The CBRC exam is only provided in the English or French language. Requests for exam accommodation will not be granted to challenge the exam in any other language.

In order to have special accommodations arranged for the exam, candidates must:

- complete and submit a special accommodations application form
- include appropriate documentation supporting their request
- return the completed special accommodations application form with documentation to the CBRC Head Office
- submit all forms by the exam application deadline, except in unusual circumstances, such as a recent injury

All special accommodation requests are subject to approval by the CBRC Board of Directors on a case by case basis. Candidates will be notified of the decision on their request by telephone or email.

Approved special accommodations will be arranged for the candidate at no extra charge.

Criteria that will be taken into account by the CBRC Board of Directors when requests for accommodation are considered include:

- the needs of the candidate
- preservation of the integrity of the examination
- the ability of CBRC to provide resources

No accommodation request will be granted which jeopardizes the integrity or validity of the examination.



***Canadian Board for Respiratory Care, Inc.
Le Conseil Canadien Des Soins Respiratoires, Inc.***

CBRC
7 WARDEN RD
CAMBRIDGE-NARROWS NB E4C 4G5
cbrc@cbrc.ca

SPECIAL ACCOMMODATION APPLICATION FORM

PRINT OR TYPE ALL INFORMATION

Name in Full: Mr. Ms. Miss. Mrs. ***(circle)***

First Name _____

Middle Initial _____

Surname _____

Mailing Address:

Apt. # _____ Street _____

City _____ Province _____

Postal Code _____

Phone Number _____ Email address _____

Please indicate the school you have or expect to graduate from _____

Indicate at which testing centre you have selected _____

In order to request and have special accommodations arranged for the exam, candidates must:

- complete and submit a special accommodations application form
- include appropriate documentation supporting their request
- return the completed special accommodations application form with documentation to the CBRC Head Office.

All forms must be submitted by the exam application deadline, except in unusual circumstances, such as a recent injury.

All special accommodation requests are subject to approval by the CBRC Board of Directors on a case by case basis.

Candidates will be notified of the decision on their request by telephone or email.

Approved special accommodations will be arranged for the candidate at no extra charge.

Criteria that will be taken into account by the CBRC Board of Directors when requests for accommodation are considered include:

- the needs of the candidate
- preservation of the integrity of the examination
- the ability of CBRC to provide resources

No accommodation request will be granted which jeopardizes the integrity or validity of the examination.

Application Information:

Please state clearly what specific accommodations and/or arrangements you require.

Before submitting, please ensure that the following are attached:

- **recent and relevant documentation from your licensed/registered professional**
- **letter from your educational institutions accommodation centre**

Signature _____

Date: _____