

### Accommodations for Teacher Candidates with Disabilities or Health-related Needs

As a reminder, ETS is committed to serving test takers with disabilities and health-related needs by providing services and accommodations that are reasonable and appropriate given the purpose of the test. The following information provide procedure guidelines for how a teacher candidates should request testing accommodations.

#### **Initial Requests**

Teacher candidates requesting accommodations for a disability or health-related need for the first time must complete the following forms and submit them to ETS Disability Services as early as possible. Documentation review takes approximately six weeks, so it is best for candidates to plan carefully and submit the paperwork at least six weeks in advance of their desired test date to avoid missing program deadlines.

- The Test Authorization Voucher Request Form and appropriate test fee
- Parts I, II, and III of the Testing Accommodations Request Form (*part III only if applicable*)
- Disability documentation (*only if required*)

#### **Minor Accommodations**

Teacher candidates requesting minor accommodations, such as an adjustable table or chair, or extra breaks for medication or snacks, must submit the following paperwork to ETS. Review of requests for minor accommodations takes approximately three weeks, and teacher candidates should submit paperwork at least 3 weeks in advance.

- The Test Authorization Voucher Request Form and appropriate test fee
- Parts I and II of the Testing Accommodations Request Form
- A letter of support from a medical doctor or other qualified professional

#### **Subsequent Requests**

Candidates requesting the same accommodations that were previously approved within the last two years are not required to resubmit documentation. Instead, the following paperwork should be submitted to ETS Disability Services. Candidates should allow approximately two to three weeks for processing.

- The Test Authorization Voucher Request Form and appropriate test fee
- Parts I and II of the Testing Accommodations Request Form

For more information about testing accommodations, please visit the Disability Accommodations page on the *Praxis* website. <http://www.ets.org/praxis/register/disabilities>