

## TEST ACCOMMODATION GUIDELINES FOR ARIZONA BAR EXAMINATION

The following is the Arizona Supreme Court Committee on Examination's ( Committee) policy for determining whether to grant test accommodations on the Arizona Bar Examination:

In deciding request for accommodations, the Committee relies upon the following definition of disability contained in the Americans with Disabilities Act Amendment Act (ADAAA) as interpreted by controlling case law:

A disability is a physical or mental impairment that substantially limits one or more of the major life activities of an individual. A bar applicant will be compared to the average person in the general population in determining whether a disability substantially limits a major life activity.

Thus, merely having an impairment does not make individual disabled for purposes of the ADAAA and does not automatically qualify a bar applicant for an accommodation. An applicant must also demonstrate that the impairment limits a major life activity. To qualify as being disabled under the ADAAA, an applicant must further show that the limitation on the major life activity is "substantial."

The determination of whether an impairment substantially limits a major life activity shall be made without regard to the ameliorative effects of mitigating measures, with the exception of ordinary eyeglasses or contact lenses.

The determination of a disability by the Committee is an individualized inquiry and will be made on a case-by-case basis, per individual and per examination administration.

**IMPORTANT NOTE:** Requests for accommodations will be considered after receipt of all information required by the Test Accommodations Checklist. Incomplete submissions will result in rejection due to insufficient information.

Materials related to accommodation requests must meet examination deadlines. Deadlines described below apply to receipt of all information, including documentation requested from third parties. All documentation submitted will be retained by the Committee and will be forwarded to the Committee's expert for review. All accommodations granted to you by the Committee will be provided at no cost to you. Accommodations granted elsewhere do not necessarily entitle an applicant to accommodations on the Arizona Bar Examination.

**APPLICANTS REQUESTING ADDITIONAL TESTING TIME:** Submit documentation from your physicians or other licensed professionals that details the basis for the requested additional time and the amount of additional time recommended. **If a specific amount of additional time is not indicated, your request may be rejected due to insufficient information.**

**FILING DEADLINE:** The applicable items specified in the Test Accommodations Checklist must be completed and received by Attorney Admissions on or before the filing deadline of the examination you wish to take. The Committee has adopted the following policy:

- Each examination administration requires that an applicant submit a new request form and supporting documentation. An applicant's request is specific to each examination administration and does not automatically carry forward unless the Committee states otherwise in their decision letter.

- Applicants with disabilities are entitled to, and have the responsibility to meet, the same deadline for application as individuals without disabilities. Please note that some supporting documentation must be obtained by third parties. Care must be taken to plan ahead so that all documentation is available as of the filing deadline. Applications received before the filing deadline will be reviewed, and applicants will be notified of any deficiencies and given a short period of time to correct them. Applicants are strongly encouraged to submit applications as soon as they know they will be requesting accommodations.
- Requests for accommodation and supporting documentation will be retained by the Committee.
- Applicants will be notified at least three weeks prior to the examination whether accommodations have been granted. Applicants who complete the application process will be notified of exam certification status independent of accommodation status.

***NOTE: You must provide your treating specialist with Form 2, 3, 4 or 5 (as applicable for your request) for their completion in support of your request. Appropriate forms must be completed by the treating professional, not by the applicant. The form(s) and required supporting documentation must be submitted with your request by the applicable deadline.***

***IF YOU ARE SEEKING TEST ACCOMMODATIONS BECAUSE OF A LEARNING DISABILITY OR ADHD, THE COMMITTEE ON EXAMINATIONS SUGGESTS THAT YOU PROVIDE THE INFORMATION LISTED BELOW:***

- A. All learning disability testing, including school testing at any point in your life (psychological, educational or neurological) including the raw data not already requested on the Learning Disability Form 3.
- B. All confirmations of your disability by anyone other than the diagnosing professional, including in-school testing, guidance counselors, etc.
- C. All re-evaluations of your learning disability, by anyone, since the date of the initial evaluation, including his or her reports or notes.
- D. Educational output documents, such as grade reports, which might support an improvement in performance after initial diagnosis/treatment/accommodation.
- E. Any other documentation that would enable the Arizona Committee on Examinations to evaluate your request for test accommodations.

**Materials must be submitted with your online application.**