



National Council for Interior Design Qualification

Application for Courtesy Accommodations

INSTRUCTIONS:

1. Use this form to request courtesy accommodations for the examination. Courtesy accommodations are for conditions not generally covered by the Americans with Disabilities Act (ADA), such as pregnancy or diabetes, as well as requests for alternative test dates for religious observances.
2. Do not submit this form until you have registered and paid for your exam section(s) online.
3. NCIDQ must receive your courtesy request and documentation from your doctor or pastor/rabbi in hard-copy format by February 7, 2012.
4. **Please note:** We may request additional documentation from you.
5. We will respond to your request via mail only. We do not make accommodations via telephone or email. Submit this form to NCIDQ by mail (address below) or fax it to (202) 721-0221 by the deadline.

PERSONAL INFORMATION

NCIDQ respects your privacy. We will protect your confidential information. Please go to www.ncidq.org to review our full privacy policy.

Name _____
FIRST MIDDLE LAST

Primary Address _____

City _____ St/Prov _____ ZIP/PC _____

Phone _____ E-mail _____

NCIDQ Control Number (required) _____

EXAM REGISTRATION INFORMATION

Please indicate which section(s) of the exam for which you are requesting accommodation:

- Section 1 Section 2 Section 3

Please indicate the location of the test center you selected: _____

ACCOMMODATION REQUESTED

Please indicate the specific accommodation(s) you are requesting and a reason for the accommodation. Include documentation from your doctor or pastor/rabbi with your application. We may request additional information or documentation from you or your doctor(s).

AGREEMENT AND SIGNATURE

I certify that the above information is true and accurate. If test accommodations provided to me include a deviation from the standard testing time schedule, I agree that, from the time I begin the examination until I have completed it, I will not communicate with any other individuals taking the examination about the content of the examination.

Signature _____ Date _____