



Request for Exam Accommodation

Learners Information:

Full Name: _____

Date of Birth: _____

Email Address: _____

Telephone Number: _____

Exam Session Time and Date: _____

Accommodation Requested: Select the accommodation required

Reader – Must submit a reader application

Extra Time (up to an additional hour extra)

Proof of A.D.A Disability:

The learner must submit the following documentation with the following criteria listed below:

- Include a detailed description of current functional limitations written by a professional in that field evaluating the disability with the learner's full name, date of birth, date of diagnosis or the date of evaluation.
- The document must be current, dated within the last 3 months

Please include all supporting documentation with this form and email it to Support@homeoftraining.com. It is important to note that it is the learner's responsibility to submit this request prior to the exam, and processing may take up to 10 business days.

Home of Training Company Use:

Approved:	Accommodation:
Not Approved:	Reason:
Date:	

This form and required documentation must be emailed to: Support@homeoftraining.com,
10 business days before scheduled exam



Reader Guidelines:

This application must be submitted to Home of Training at least 10 business days before the exam with the exam accommodation request

Reader information:

Full Name: _____

Email Address: _____

Telephone Number: _____

As the Reader for the Food Handler Exam, you agree to the following:

- Agree Disagree You have no personal relationship with the learner
- Agree Disagree You are not a Certified Food Protection Manager or have any personal stake in food
- Agree Disagree You may not provide cues or assistance with the selection of the answers to the learner
- Agree Disagree You must read the full text on the exam as written, without additions or subtractions
- Agree Disagree

Reader Nondisclosure and Confidentiality Agreement:

Reader Agreement:

Full Name Printed: _____

Reader Signature: _____

Date: _____