

State Board of Sanitarian Registration
Examination Policy
Adopted 6/4/03

Applicants for examination must either be registered as sanitarians-in-training or approved to take the examination by the Board through the submission and approval of an application for registered sanitarian. The appropriate application for registered sanitarian must be submitted at least ten days prior to the Board meeting immediately preceding the examination date.

The Board must receive the completed application form for examination and the appropriate fee by the registration deadline. There are no exceptions for admittance to the examination after the registration deadline.

Examination fees are non-refundable and non-transferable.

Requests for Special Testing Accommodations.

The American with Disabilities Act (ADA) provides that all public entities must make "reasonable accommodation" to the known physical or mental limitations of otherwise qualified applicants or employees with disabilities, unless the public entity can show that the accommodation would impose an "undue hardship" on the operation of its program.

The State Board of Sanitarian Registration provides reasonable and appropriate accommodations in accordance with the ADA for individuals with disabilities who demonstrate a need for special testing accommodations.

The requested accommodations must be supported by documentation from a professional who is licensed to diagnose the disability and include:

- Statement of the diagnosed disability.
- An explanation of the special accommodations recommended, including an explanation of why these accommodations or devices are needed and how they will reduce the impact of the identified disability.
- Information regarding the license or certification and area of specialization of the licensed professional

Requests for special testing accommodations and supporting documentation must be submitted to the Board by the examination registration deadline.