



May Part IV and March/May Part III & PHT Exams Cancelled

Due to the recent extension of the federal and state guidelines regarding COVID-19 we regret to announce that both **the March/May Part III & PHT Exam** re-administration and the **May 2020 Part IV Exam** administration have been *cancelled*. In order to minimize the impact on your career as a Chiropractor we are working closely with test sites to offer the following re-administration dates:

- **Part IV Exam on July 10, 11, and 12, 2020**
- **Part III & PHT Exams on July 18 and 19, 2020**

This decision was not made lightly. In order to maintain a uniform high standard of excellence and provide a safe testing environment, the exam preparation for our Part III, PHT, and Part IV exams is very extensive. The extension of social distancing guidelines and stay-at-home orders have made our exam preparation and training window too short to adequately accommodate all the restrictions into our process. The high volume of rescheduling occurring nationwide at Prometric Testing Centers, across all professions, in addition to our NBCE exams has also created a critical shortage of available seating for the Part III & PHT exams. We will now focus our efforts toward safe re-administrations in July.

The NBCE understands that the timing of these exams is critical to your path to licensure, and we are working hard to provide you every possible opportunity to test. In order to minimize further delays to the licensure process, scores will be released simultaneously in mid-August. The State Boards are always informed of any variation to our exam schedule.

We continue to be hopeful for the ability to provide the exam re-administrations in July, but due to the ever-changing local, state, and federal mandates, as well as test site availability, we may have to make additional decisions around testing. We encourage you to regularly check for updates on mynbce.org/examinfo and follow us on social media. If additional cancellations should occur, affected examinees will receive an email with additional information. Please make sure your account is up to date with the correct contact information.

Next Steps

No action is required by you at this time.

Part IV: We have started our internal process of moving all May Part IV applications to the new July re-administration. Once this process is complete, you will be notified and informed of your options at that point.

Part III & PHT: We will begin cancelling all May appointments. You may receive a cancellation email from Prometric. Once all appointments have been cancelled we will re-open applications and you will be able to schedule for the July re-administration. Our partnership with chiropractic colleges allows us the ability to utilize paper-based testing (PBT) format instead of computer-based testing (CBT) for this one Part III and PHT administration, which will allow the necessary amount of seating to accommodate the combined March and July administrations into one large PBT-only administration on July 18 & 19 at available chiropractic college campuses. We will not be utilizing Prometric Testing Centers for this administration only.



FAQs

Q: Where will I be testing in July?

A: *Part IV testing appointments will be moved, along with your paid exam fee, to the same test site and schedule in July.*

A: *Part III & PHT examinees will be able to choose from the available test sites when applications are re-opened in the next few weeks. Additional instructions will be sent when available.*

Q: What if I don't want to test where I was assigned for the May Part IV exam?

A: *We are working on a process that would allow people to change their test site preferences. More information will be emailed to you when we have finalized the process.*

Q: What if I am not able to take the exam in July?

A: *Once the applications re-open, you will be notified. You will be able to cancel and either reschedule for a future administration or request your application be withdrawn to receive a full refund.*

Q: What if I already requested to withdraw from the May exam?

A: *Because circumstances have changed, we will not be processing any of the previously received cancellation/refund requests. Once the applications are re-opened you will have the opportunity to withdraw for a full refund by the following deadlines:*

- **May 15 for Part IV**
- **June 18 for Part III & PHT**

Thank you for your continued patience and understanding during this difficult time.

We wish you all the best and stay well.

Sincerely,

A handwritten signature in black ink that reads "Norman E. Ouzts, Jr., D.C." in a cursive style.

Norman E. Ouzts, Jr., D.C.
NBCE Chief Executive Officer

A handwritten signature in black ink that reads "Andrew R. Gow, D.C., L.Ac." in a cursive style.

Andrew R. Gow, D.C., L.Ac.
NBCE Director of Practical Testing

A handwritten signature in black ink that reads "Bruce L. Shotts, D.C." in a cursive style.

Bruce L. Shotts, D.C.
NBCE Director of Written Exams