Prepare a Mock Exam Day
Advisor Checklist

Note: These checklists were created before the COVID-19 pandemic. Please review the MCAT exam’s health and safety guidelines for additional information on test-day procedures. You may also email your questions to advisors@aamc.org (prehealth advisors) or mcatprep@aamc.org (examinees).

☐ Identify students who would benefit from mock exam day.
   • Invite students and determine the number of committed participants.
   • Ask the participating students which AAMC MCAT Official Prep full-length practice tests they’ve already taken, if any.

☐ Reserve a room.
   • Reserve an 8.5-hour block (7.5 hours for the exam, 1 hour for setup and cleanup).
   • Select a room that has a computer with internet connection for each student. If you would like your students to print a score report at the end of the day, select a room equipped with a printer.

☐ Purchase one full-length MCAT Official Prep practice test for each participating student.
   • It’s a good idea to select a practice test that none of the students have taken yet. However, it’s okay for different students to take different practice tests in cases where coordinating one practice test poses challenges.
   • Advisors receive a 30% discount on all MCAT Official Prep products. You can order any of the AAMC MCAT Official Prep full-length practice tests on behalf of your students at the discounted rate. Please note that the Practice Exams provide scaled scores, but the Sample Test does not.
   • OR instruct each student to purchase a specific MCAT Official Prep full-length practice test in the AAMC store.

☐ Send a mock exam day invitation and instructions to participating students. The invitation should include:
   • Date and time.
   • Location (building name, room number).
   • Participate in a Mock Exam Day checklist.
   • If you purchase MCAT Official Prep products on behalf of your students, send them the access code from your code bank.

☐ Visit the assigned room the day before mock exam to confirm availability and usability of resources.

☐ Send a reminder to students.

☐ Review the MCAT Test Day and Security resource to get acquainted with test-day procedures.
ID REQUIREMENTS

You must meet all the following requirements for your ID to be accepted on test day.

1. The ID was issued by a government agency.
2. The ID’s expiration date is printed on the ID and is not extended by a sticker or similar mechanism.
3. The ID’s expiration date is after your exam date. 
   » If your ID will expire before your scheduled test date, you are responsible for obtaining an updated ID prior to your exam.
   Account for the processing time of government agencies when selecting an exam date.
4. The ID includes your visible signature, which you will be asked to duplicate on test day.
5. The ID contains a photo that can be used to positively identify you.
6. The ID is tangible and whole, with no evidence of tampering (clipped corners, holes, etc.).
7. The ID is in English.

ACCEPTED

The most common forms of ID are:

✓ State driver’s license (with all above requirements).
✓ Passport (with all above requirements).

NOT ACCEPTED

Any single ID that does not fulfill the above requirements, even if issued by a government agency. This includes:

✗ Passport card.
   » Does not have a signature.

✗ Paper ID or ID application receipt of any kind.
   » Cannot be validated.

✗ Credit card.
   » Not issued by a government agency.

✗ Veterans ID (VIC).
   » Does not have a signature.

✗ Birth certificate.
   » Does not have a photo.

✗ Social security card.
   » Does not have a photo.

✗ Virtual or digital ID.
   » Cannot be validated.

✗ School ID.
   » Not issued by a government agency.

✗ Temporary ID, ID with extension sticker or renewal paperwork, or ID application receipt of any kind, as we are unable to validate authenticity.
   » Exception: Military personnel and dependents stationed outside their home state may present a state-issued driver's license with extension stickers or paperwork that meets all other MCAT-accepted ID conditions along with their unexpired Uniformed Services ID card.
   » Exception: If your ID has the word “temporary” printed on it due to your current status within the country, you must contact AAMC Services for instructions prior to the SILVER ZONE scheduling deadline associated with your appointment. Your temporary ID will only be accepted on exam day if the AAMC preapproves the exception.

✗ Employee ID.
   » Even if issued by a government agency, it will not be accepted.

✗ Library card (including those issued by government agencies).
   » Cannot be validated.