

2025 AAMC PREview® Essentials





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Introduction to the Essentials

Reading this guide is the first step in preparing to take the AAMC PREview® professional readiness exam. This document is the official policy and procedure guide for the AAMC PREview exam, and the information within is necessary for a smooth registration, testing, and score reporting experience. The current version of the AAMC PREview guide is required reading for all AAMC PREview examinees, including returning examinees.

The 2025 AAMC PREview® Essentials is subject to change. The version applicable to your test day is the version in effect when you register. At the time of registration and on test day, you will be asked to certify that you have read and agree to comply with the policies and procedures included here.

The AAMC provides the AAMC PREview exam with the assistance of its test delivery administrator, Meazure Learning. The following terms will be used throughout the guide.

AAMC PREview Delivery Partner	
Partner Reference	Service
Meazure Learning	Test delivery administrator
Meazure Exam Platform	Test delivery software
ProctorU Proctoring Platform	Remote proctoring

Participating Schools

It is your responsibility to determine whether and when you should take the PREview exam. A growing number of medical schools and other health professions programs require or recommend applicants submit situational judgement test scores.

Many, but not all, medical schools and some other health professions programs use PREview scores. Those that use PREview scores may participate in one of the following ways:

- 1. Requiring a PREview score your application is not complete until you have provided a PREview score.
- 2. Recommending a PREview score the school is requesting your score but may review your application with or without a PREview score.
- 3. Requiring a situational judgment test your application is complete when you have submitted a score from a situational judgment test, and the PREview exam will satisfy this requirement.
- 4. Exploring PREview scores for future use the school is requesting your score so that they may evaluate the use of PREview scores as a requirement or recommendation for a future application year. The school will not use your score to make an admission decision in the 2025/2026 application cycle.

Information about participating schools is available on the <u>PREview website</u>, which is updated frequently as schools and programs notify the AAMC of their participation. Other resources for medical school participation include the Medical School Application Requirements[™] (MSAR®) and the American Medical College Application Service® (AMCAS®).



Eligibility to Take the Exam

You are eligible to take the PREview exam if all three of the following statements are true:

- You are intending to apply to an eligible health professions program.
- You are taking the exam from an approved location.
- You have not reached the testing limits.

If you do not meet one or more of the eligibility guidelines but still wish to take the PREview exam, you may request special permission (see <u>Requesting Special Permission</u>).

Eligibility Requirements

Eligible Health Professions Programs

You may take the exam if you are preparing to apply to a health professions program that accepts PREview scores for admission, and you are not currently or were not previously enrolled in a health professions program. These programs include:

- MD
- DO
- Podiatric
- Dental
- Any other health-related programs that accept PREview scores to satisfy a situational judgment test requirement

At the time of registration, you will be required to agree to a statement verifying that you are taking the exam solely for the purpose of applying to a health professions program.

Geographic Location for Testing

Although the exam is delivered online, all examinees must take the exam within an eligible country. A list of eligible countries is available on the PREview website. If you register from or connect to the exam from a noneligible country, the AAMC reserves the right to cancel your exam registration, terminate your exam session early, or cancel your score.

Appointment and Testing Limits

You may register for an exam if you have not reached the maximum allowed exam attempts. You may attempt the AAMC PREview exam twice during the 2025 testing year, and you may hold a maximum of one appointment at a time. There is a lifetime maximum of four attempts. Please refer to the table below for details.

AAMC PREview Testing Limits*	
Limit	Fee
Testing Year Limit	You may attempt the AAMC PREview exam twice per testing year.
Lifetime Limit	You may attempt the AAMC PREview exam no more than four times in your lifetime (beginning with the 2024 administration).



AAMC PREview Testing Limits*	
Limit	Fee
No-Shows	Failing to appear for a scheduled exam is <i>not</i> considered an attempt. You may schedule another exam, but you will be required to submit a new registration fee.
Incomplete or Voided Exam	Beginning but not completing an exam or voiding an exam is considered an attempt. Each exam attempt is counted toward your limit for the testing year and your lifetime limit.
	Refer to the No-Show or Noncompletion table in the Appointment Changes section for additional information or exceptions.

^{*}In future years, the AAMC may establish new testing limits.

Requesting Special Permission

If you do not meet one or more of the general or additional eligibility requirements above, you must apply for special permission to register and take the PREview exam. You must apply for special permission if any of the following statements are true:

- You wish to take the exam for any reason other than applying to an eligible health professions program.
- You are currently or previously enrolled in an eligible health professions program and want to change schools or programs. If you are currently accepted but not enrolled in classes for an eligible program, you are not required to obtain special permission.
- You are unable to comply with all AAMC testing procedures for reasons other than a medical
 condition or disability. To request adjustments to the standard testing conditions due to medical
 conditions or disability, please refer to <u>Accommodations for Examinees With Disabilities or
 Medical Conditions</u>.
- You wish to test from a country not currently authorized for testing.
- You have reached the testing limits, but while taking your most recent exam, you experienced a technical problem and reported it by the deadline.

Special permission to take the PREview exam must be requested by emailing askpreview@aamc.org with "Special Permission Request" in the subject line. Please include the following information:

- Your full name
- Your AAMC ID
- Email address
- Phone number
- Your preferred test date (if known)
- The reason you are asking for special permission
- The eligibility requirement you do not currently meet

The typical time frame for AAMC review is five business days. Processing time may be longer if any of the required information listed above is missing.



Failure to obtain special permission prior to scheduling your exam may result in, among other consequences, an investigation by the AAMC, appointment cancellation, cancellation of scores, or a ban from taking the PREview exam for a designated time period or permanently. Refer to the Investigation Procedures, Consequences, and Arbitration section for more information about the AAMC investigation process.

Exam Registration

The AAMC PREview exam is delivered only on specific dates. The 2025 testing year will run from April through September. Please refer to the PREview website for the current testing dates.

- You must register for the exam through the <u>PREview Portal</u> using your AAMC username and password.
- Test dates and appointment times will be available on a first-come, first-served basis until they reach capacity.
- You are responsible for selecting the correct appointment time and time zone in which you plan to test. Prior to registering:
 - o Note that exam appointments are displayed in the 24-hour (military) clock.
 - Determine the time zone of your testing location and if the location testing location will be in standard or daylight savings time.
 - If you need to reschedule or cancel an appointment to correct mistakes when selecting a time or time zone, you will be responsible for paying related fees.
- Registration deadlines vary by testing window. Deadline extensions will not be granted for any reason.

AAMC ID and Account Requirements

You must have an AAMC ID, username, and password to register for the PREview exam. If you have accessed other AAMC products and services, such as the Medical College Admission Test® (MCAT®), MCAT Official Prep Products, the Medical School Admission Requirements (MSAR) database, the AAMC Fee Assistance Program, or the American Medical College Application Service (AMCAS), then you already have an AAMC ID. You must use the same AAMC ID when registering for your AAMC PREview exam.

If you cannot remember your username or password, you may NOT create a new AAMC ID. Doing so may create delays in the registration process for you. For help recovering your account information, please contact the <u>AAMC Account Help Team</u> or <u>reset your password</u>.

Registration and Scheduling Violations

To protect exam security and integrity, you may not create multiple AAMC IDs for any reason.

Failure to follow the AAMC PREview registration rules may create identity validation and verification issues, mistakes in the assignment of score results, and other system disruptions.

If the AAMC suspects you may have committed a registration violation that, if true, would threaten the validity, integrity, or security of the AAMC PREview exam, and there is not sufficient time to fully investigate and resolve the issue before your scheduled exam day, the AAMC may, at its sole discretion, cancel or reschedule your exam day to allow time to conclude the investigation.

The following are violations of the AAMC PREview registration rules that may result in cancellation of an appointment, cancellation of your exam score, a ban from taking the AAMC PREview exam for a designated period of time or permanently, or other consequences (refer to <u>Investigation Procedures</u>, <u>Consequences</u>, and <u>Arbitration</u>):

- Obtaining more than one AAMC ID
- Registering for the AAMC PREview exam under another individual's AAMC ID



- Providing false or inaccurate information when creating an AAMC ID or registering to take the PREview exam
- Allowing someone else to register under your AAMC ID
- Holding multiple reservations at the same time under different AAMC IDs
- Improperly exceeding the testing limits for the exam
- Selling or giving away your reservation to someone else
- Switching registrations with another examinee

Name Requirements

Register using the first and last name that is on the identification you will use to verify your identity on test day. Please see pages 12 and 13 for ID requirements. Your name on the registration must **exactly** match your ID — do **not** register using a nickname, partial names, or initials. Be sure to double-check for misspellings.

Name Changes or Updates After Registration

You may request an update to your name if:

- You had a legal name change.
- You notice a misspelling in your registration.
- You need to update your name to match your ID.

To update your name, please log in to the PREview Portal and update your name at login. Once this step is completed, please email askpreview@aamc.org by no later than the registration deadline associated with your appointment to confirm that your name is correct in the exam vendor's platform. You must complete both steps prior to the registration deadline associated with your appointment.

Deadlines

Deadlines vary by testing window. Please refer to the <u>PREview website</u> for all registration-related deadlines. Please note the following:

- Scheduling deadlines are at 11:59 p.m. Eastern Time.
- Rescheduling and cancellation deadlines are by appointment date and time.

All deadlines are subject to change.

Fees

There is a flat registration fee for the AAMC PREview exam for the 2025 testing year which includes:

- 1. One exam appointment
- 2. Unlimited score distribution if you choose to score the exam

The rescheduling fee will be charged each time you reschedule your exam.

Standard AAMC PREview Exam Fees	
Activity	Fee
Register for Exam	\$100
Reschedule Exam	\$25



Applicable Taxes

You may be required to pay applicable sales tax, value-added tax, goods and services tax, or similar tax required by law in the country or locality in which you are testing. If taxes are applicable, they will be collected at the time of scheduling.

AAMC Fee Assistance Program

Examinees approved for the <u>AAMC Fee Assistance Program</u> will receive waived registration fees for their first exam attempt and a 50% discount on rescheduling fees and any subsequent registrations. If you do not attend your scheduled exam (no-show), you will not receive another free exam registration; you will receive the 50% discount on your next exam registration. Please note:

- Fee Assistance Program benefits are not retroactive. If you choose to register for an exam prior to receiving Fee Assistance Program approval, you will not be eligible for a refund of your full registration fee or any rescheduling fees.
- Fee Assistance Program recipients are subject to all other PREview rules and deadlines.
- Fee Assistance Program benefits will not be extended as a result of failing to comply with any
 rules or deadlines.

For information about the Fee Assistance Program, including eligibility requirements, benefits, and application deadlines, visit the <u>AAMC website</u>, email <u>feeassistance@aamc.org</u>, or call 202-828-0600.

Appointment Changes

You may reschedule or cancel your exam appointment by the posted deadlines. Deadlines may vary by testing window, and they are subject to change.

Rescheduling an Appointment

You may reschedule your exam through the <u>PREview Portal</u>. If you wish to reschedule your appointment, you must do so by the deadline associated with your current appointment. Rescheduling fees are not refundable for any reason.

Canceling an Appointment

Cancellation within the approved cancellation window is available within the <u>PREview Portal</u>. Please ensure you process any cancellation requests before the cancellation deadline associated with your appointment date and time.

Missed and Incomplete Appointments

Examinees are responsible for logging into their appointment on time. If you do not show up for your exam appointment, or you are unable to start or complete your exam for any reason, you may submit a new exam registration, provided that at time of the new registration you meet the eligibility requirements, registration deadlines have not passed, appointments are still available, and you pay the new registration fee.

No-Show or Noncompletion Reason	Counts as a Testing Year and Lifetime Attempt
No-Show	No
You attempt to check-in late and are denied.	No
You do not provide acceptable ID on test day. (You will not be able to take the exam.)	No



No-Show or Noncompletion Reason	Counts as a Testing Year and Lifetime Attempt
You refuse the Examinee Agreement.	No
You start but do not complete the exam. This includes if the proctor determines after you start the exam that your identification, environment, or equipment do not meet the requirements.	Yes
You void your exam. (Refer to <u>Scoring or Voiding</u> <u>Your Exam</u> .)	Yes

Refunds

You will receive a 50% refund of your registration fee if you cancel no later than the deadline associated with your scheduled appointment. Rescheduling fees are nonrefundable.

Refunds will not be issued for the following:

- 1. You committed a registration violation.
- 2. You missed the cancellation deadline and do not qualify for an Emergency Refund.
- 3. You received Fee Assistance Program approval after you registered for your exam.
- 4. You arrived late for your testing session.
- 5. You did not show up to your testing appointment. This includes if you miss your appointment due to misunderstanding time zones or military time.
- 6. Inability or unwillingness to complete required steps of the exam check-in process.
- 7. You failed to provide approved identification during exam check-in.
- 8. The name on your registration does not exactly match your identification.
- 9. Inability to start exam or finish the exam due to your internet connection.
- 10. Inability to start or finish the exam because your equipment or environment does not meet required specifications.
- 11. You violated the Examinee Agreement or any other terms and conditions, resulting in exam termination or score cancellation.
- 12. You voided your exam.

Emergency Refunds

If you missed the deadline to cancel your exam but you were unable to attend your appointment, the AAMC may provide, at its sole discretion, a 50% refund of your registration fee if you provide documentation of a qualified emergency by the submission deadline. To request an Emergency Refund, send a completed Emergency Refund Request form along with supporting documentation to askpreview@aamc.org. The AAMC will review and respond to your emergency refund request within two weeks of receiving all required documentation.

An emergency is considered qualified if it meets all of the following criteria:

- 1. It occurred on or before your exam appointment and within the posted time frames.
- 2. You can provide supporting documentation (see chart below).
- 3. The AAMC received your <u>Emergency Refund Request form</u> and all supporting documentation no later than 10 calendar days following your exam appointment.



Event	Documentation Requirements
You are or were hospitalized or visited the doctor for an unexpected acute medical emergency.	A doctor's note that indicates you are unable to take your exam due to a medical emergency or hospitalization that you experienced within 30 days of your exam. Please do not send hospital records. *The AAMC will not accept a doctor's note that indicates you had a doctor's visit after your exam date.
You experience a death in your immediate family.	Funeral program, obituary, or death certificate. The death or service must have taken place within 10 days of your exam date.
You must perform primary caregiver duties for someone who is sick.	A doctor's note that states the person you are primary caregiver for cannot be left without your assistance or availability on exam day. The AAMC will also accept power of attorney documentation for health-related emergency decision-making. Please do not send hospital records. The illness must have occurred within 10 days of your exam date.
You are unexpectedly called away to active military service.	Official request for deployment dated within 30 days of your exam date. The deployment date must also be within 30 days of your exam date.
You are unexpectedly called away for health care service duties related to a catastrophic event.	Official request for deployment dated within 30 days of your exam date. The deployment date must also be within 30 days of your exam date.
You are required to report for jury duty on exam day.	Official documentation that you attended jury duty on your exam day.
You are displaced from your residence due to a natural disaster, or the national weather service or government recommend you shelter in place or evacuate.	Documentation of such event within 10 days of your exam date.
You test positive for COVID-19 five or fewer days prior to exam day.	Positive COVID-19 test taken by you, dated within five days prior to or within seven days after your exam date. If you take an at-home test, please provide a photo with your acceptable ID, the date, and the positive COVID-19 test.
You experience significant disruption to services as a result of a widespread power outage or other event.	Documentation of such event within 10 days of your exam date.



Identification Requirements

The most common forms of accepted ID are state driver's licenses and passports. If you do not present a valid ID, you will not be allowed to test. If you are not allowed to test for this reason, you will not receive a refund. Depending on availability, you may register for a new test date and will be subject to a new registration fee.

Please note that even if an ID is valid for flight travel or to vote, it may not meet all the requirements to take the PREview exam. To ensure your ID meets the exam day requirements, please review the list below.

AAMC PREview ID Requirements	
Requirement for Valid ID	Detail
The ID was issued by a government agency.	Examples: State-issued driver's license State-issued identification card U.S. passport U.S. passport card Permanent Resident Card
The ID is original.	Your ID may not be a photocopy or digital picture of the original. Additionally, paper or digital IDs of any kind will not be accepted.
The ID expiration date is <i>printed</i> on the ID.	An expiration date that is extended by a sticker or similar mechanism will not be accepted. Military personnel and dependents stationed outside their home state may present a state-issued driver's license with an extension sticker or paperwork that meets all other AAMC-accepted ID conditions.
The name on your ID EXACTLY matches the name on your PREview registration.	Any derivation from your registration will not be accepted.
The ID expiration date is <i>after</i> your test date.	If your ID will expire before your scheduled test date, you are responsible for obtaining a renewed ID before your exam.
	If you are unable to renew your ID, you must reschedule your exam prior to the rescheduling deadline associated with your exam window or email askpreview@aamc.org prior to this deadline to discuss possible alternatives.
The ID contains a photo.	The proctor must be able to positively identify you from the ID photo.



AAMC PREview ID Requirements	
Requirement for Valid ID	Detail
The ID is tangible and whole.	There must be no evidence of tampering (clipped corners, holes, etc.).
The ID is in English.	IDs in any other language will not be accepted.

Reasons an ID may not be accepted include those listed below.

IDs Not Accepted
Paper ID or ID application receipt of any kind, including photocopy of ID
Digital ID or virtual ID, including photo of ID
Temporary ID
ID with extension sticker or renewal paperwork
Employee ID
Veteran ID Card (VIC)
Library card
Voter registration card
Birth certificate
Social security card
U.S. military ID (Due to federal law, please contact the AAMC prior to your exam date if a U.S. military ID is your only option.)

ID Exception Request

If the name on your ID does not match the name on your registration, if you are unable to provide the required identification, or if you have concerns that your identification may not be acceptable, you may submit an ID exception request. Please send an email to askpreview@aamc.org between three and 10 calendar days before your exam date with the subject line "PREview ID Exception Request." You must include:

- AAMC ID
- Date of your PREview exam
- Reason for ID exception request
- Copy of current government-issued ID

No ID exceptions will be accepted within three business days of your exam date. ID exceptions are approved at the sole discretion of the AAMC.

Technical and Workstation Requirements

The AAMC PREview exam is administered through a secure online testing environment. This online environment allows you to choose your own location and use your computer equipment, as long as your workspace and computer meet the specified technical and security requirements described below.

The AAMC has engaged a third-party vendor, Meazure Learning, to deliver your AAMC PREview exam and capture and transmit your exam responses. By logging in through the PREview Portal, you will register for an appointment and take your exam through the Meazure Exam Platform, and Meazure



Learning will secure and proctor your exam using the ProctorU Exam Platform. You will receive emails about your exam from both the AAMC and Meazure Learning.

Technical and Equipment Requirements

The detailed technical requirements for your desktop or laptop of your choice are available on the PREview website. You can also test your equipment ahead of your appointment.

Failure to meet the technical requirements may result in the inability to start or complete your exam. If you are unable to take your exam because your equipment does not meet the current technical requirements, you must reschedule or cancel your exam by the deadline associated with your exam appointment. If you are then unable to start or complete your exam because your equipment does not meet requirements, you will not be eligible for a refund.

You may not take your exam on a phone or tablet. If you intend to take the exam using shared equipment at your university or workplace, or any equipment or network that is not your own, you may have firewalls or other restrictions that may prevent you from accessing the required security features. You will need administrator rights to access the exam. Please contact your university or employer system administrator for assistance.

Additional equipment requirements may be found on the Meazure Equipment Requirements webpage.

Workstation and Environmental Requirements

You may not leave your workstation once your exam has begun, except as an approved accommodation.

You and your workspace must be:

- Completely free of all prohibited materials and electronics other than your desktop or laptop. Any notes or writing of any kind on your desk, walls, whiteboards, etc., should be removed.
- All prohibited items that cannot be physically removed from the workspace must be covered by a sheet, blanket, or paper. Using a hard surface for a workspace is required; beds or couches are not permitted.
- No other person may be in the workspace or be able to observe your workspace through windows, glass walls or doors, or by any other means while you are taking the exam.

Please refer to the detailed requirements and guidance on <u>preparing your workspace</u>, which are available on the PREview website. If your workspace does not meet the requirements, the proctor may decline to start your exam or may terminate your exam after it begins. If you need more time to locate or prepare a workspace that meets the requirements, then be sure to reschedule or cancel by the deadline associated with your exam appointment. If you are not permitted to start the exam or your exam is terminated after starting it because your workspace does not meet the requirements, you will not be eligible for a refund.

Prohibited Items

You are prohibited from having the following items at your workstation while testing, except as an approved accommodation:

- Food
- Nonreligious head coverings
- Watches
- Sunglasses, or tinted glasses that that do not allow the proctor to see your eyes
- Headphones, plastic or metal earplugs, or earplugs with either Bluetooth or Wi-Fi connectivity



Drinks

Drinks are permitted while testing as long as they are in a clear bottle without any labels or writing on the bottle. If a spill should occur during your testing session, your exam timer will not stop, nor will a refund or free retest be offered. The exam attempt will count toward your testing limits.

Accommodations for Examinees With Disabilities or Medical Conditions

Accommodations are available if you can demonstrate that you need adjustments to the standard testing conditions.

Standard Testing Conditions

The following are the standard testing conditions as delivered without approved accommodations:

- The maximum allowed exam time is 75 minutes (1 hour, 15 minutes).
- There is no break.
- You may use the personal aids listed in <u>Resources Not Requiring Prior Approval</u>. Please note: If
 you do not disclose and present an approved item for inspection before beginning your exam and
 the proctor subsequently notices you using it, the proctor may interrupt your exam to request
 inspection. The exam clock does *not* pause during this inspection.
- The total seated time ranges between 95 and 115 minutes, which you can influence by ensuring your computer and workspace meet the required specifications before your exam start time.
- The exam is delivered online, using your own equipment.
- You will take the exam at a location of your choice unless a testing center is required for the
 delivery of a specific accommodation. The most common accommodations that must be delivered
 at an approved test center include paper exams, readers, scribes, and reading aloud while using
 hearing aids. There may be additional accommodations that require testing at a center, which will
 be determined at the time of the application review. Unless approved for these specific
 accommodations, in-person testing is not permitted.

For more information on the test format, refer to the PREview website.

Since you will take the exam at a location of your choice unless a testing center is required (see above), you do not need to request accommodations for the following:

AAMC PREview Accommodations Requests Not Required		
Testing Condition	Reason Accommodation Request NOT Necessary	
Separate testing room	You are required to select a room that will not be accessed by anyone other than you while your exam is underway.	
Noise reduction	You are required to select a room that is carefully controlled for noise and movement.	
Adjustable chair	You are using your own equipment. Please note: You must be seated during the exam. If you must stand, then you must submit an application for accommodations.	
Adjustable height desk	You are using your own equipment. Please note: You must be seated during the exam. If you must stand, including use of a standing desk,	



AAMC PREview Accommodations Requests Not Required		
Testing Condition	Reason Accommodation Request NOT Necessary	
	then you must submit an application for accommodations.	
Wheelchair accessibility	You select a room that is accessible to you.	
Adjustable lighting	You select lighting that meets your needs and is sufficient for the remote proctor to observe you through your computer's camera.	
Trackball, touchpad, ergonomic keyboard, and screen overlay	You are using your own equipment. Please note that any equipment or accessories you provide must meet the technical and security specifications described in this document, and you must allow the remote proctor to adequately observe you through your computer's camera throughout your exam session.	
Certain personal aids	Some personal aids (such as medication, medical devices, physical supports, and mobility devices) are permitted without an approved accommodation. Please refer to the list of Resources Not Requiring Prior Approval on the PREview website for more details.	

Accommodation Application and Documentation Requirements

If, after reading about the standard testing conditions above, you have a disability or medical condition that you believe requires an adjustment to the AAMC PREview testing conditions, please submit an Application for AAMC PREview Accommodations. You should submit an accommodations application early to allow enough time to prepare and implement any accommodations for which you may be approved. Review timelines vary and accommodations must be approved no later than two weeks prior to your testing window for most accommodations. Detailed instructions are provided on the AAMC PREview accommodations webpages, including the steps you need to follow.

Your application for accommodation must be accompanied by documentation that sufficiently demonstrates your need for the accommodation requested. Such documentation may include an evaluation from a health care provider. You should also provide documentation on previously approved accommodation, such as those you received in school and on other standardized tests, including the SAT or ACT. The AAMC will have any information on previously approved MCAT accommodations on file, so you do not need to submit the approval letter you received for the MCAT exam. All documentation must be in English. This is just a general description of the documentation requirements — you must refer to the detailed documentation requirements on the PREview website, which are organized by the type of disability for which you are requesting accommodation. You may need to refer to more than one set of documentation requirements.

The AAMC will notify you via email when a decision is available. You do not need to wait for a decision before registering for the exam; most approved accommodations can be applied to an existing appointment if the approval is received at least two weeks prior to your test date for all accommodations except accommodations that require testing at a center, which require 30 days. Registration deadlines apply to all examinees regardless of accommodations application status. If your request is approved, follow the instructions provided with your approval email. If your request is *not* approved, your initial registration for the exam remains valid, and you will test under standard conditions.



Check-In Rules and Procedures

You must complete the following steps to start your exam. If you are unable or unwilling to complete one or more of these steps, your exam may be cancelled, and you will not be eligible for a refund.

- 1. Install the Guardian Secure Browser ahead of your appointment.
- 2. Log in on time. The exam is monitored by a live proctor; therefore, if you arrive after your scheduled start time, a proctor may not be available, and you may not be able to start your exam.
 - a. A late arrival will count as a missed exam. This includes if you miss your appointment due to misunderstanding time zones or military time.
 - b. Missed exams are not eligible for refunds, regardless of the reason for the late arrival.
- 3. Present approved identification (see <u>Identification Requirements</u>) with your name matching EXACTLY the name on your registration. Be certain to check your identification prior to registering for the exam and prior to exam rescheduling and cancellation deadlines to ensure that your ID meets the requirements and that there are no variations in your name, including spelling variations.
- 4. Allow the proctor to assume control of your computer so that they may check your settings and ensure all prohibited applications, software, screen-sharing software, etc., are inaccessible.
- 5. Allow the proctor to scan your room to ensure your space meets the testing requirements and does not contain prohibited materials, equipment, or aids.
- 6. Accept terms and conditions and the Examinee Agreement.

Examinee Agreement

The AAMC is committed to ensuring the accuracy and validity of AAMC PREview scores and to providing fair and secure testing conditions for all examinees. To fulfill this commitment, examinees must adhere to a set of common procedures.

The Examinee Agreement is a legally binding contract between you and the AAMC. It sets forth the terms and conditions under which the AAMC will permit you to access and complete the AAMC PREview exam and receive a score report. In addition to the terms explained below, all policies and procedures contained in the current version of *The AAMC PREview Essentials* are expressly incorporated as additional terms of the Examinee Agreement. You must indicate that you understand and agree to abide by the terms of the Examinee Agreement to proceed with registering for and completing the AAMC PREview exam.

The Examinee Agreement will appear before the Meazure Learning Terms and Conditions when you first launch your exam. You must read both agreements in their entirety before you accept them.

Full Text of the Examinee Agreement

Before you continue with the AAMC PREview exam, you must agree to each term and condition described below. Adherence to the Examinee Agreement is necessary to maintain a fair process.

By selecting "I Agree" at the end of the Examinee Agreement, you acknowledge that you have read and understand these rules.

I certify that I am the person whose name appears on the AAMC PREview registration for the 2025 testing year.

I agree not to engage or attempt to engage in behavior that would provide me with an unfair advantage, or otherwise undermine the integrity, security, or validity of the AAMC PREview exam, including, but not limited to:

- Impersonating an examinee or engaging someone else to complete the exam for me.
- Unless otherwise approved by the AAMC:
 - o Taking the exam in the presence of others.



- o Receiving assistance from anyone during the exam.
- Assisting another examinee during the exam.
- o Having prohibited items in my workstation.
- Taking an unapproved break, leaving my seat, talking (including reading aloud), or engaging in any activity the exam proctor has instructed me to cease while completing the exam.
- Failing to cover windows, glass walls and doors, using screen sharing software, or allowing access to the exam by any other means.
- Attempting by any means to duplicate, record, or memorize exam content or items.
- Searching for potential responses online in advance or while completing the exam.
- Soliciting, discussing, or disclosing exam content or otherwise violating the terms of the Examinee Agreement.
- Failing to comply with the proctor's reminders to follow testing rules and procedures.
- Engaging in verbal or other abuse, harassment, or threats toward the exam proctor.
- At any time after check-in and prior to completing the exam session, possessing, accessing, or using:
 - o Any electronic devices, including cellular phones, headphones, and watches of any kind.
 - o Cameras or recording equipment of any kind.
 - Books, notes, or any other written materials.
 - o Any other personal items not listed in Resources Not Requiring Prior Approval.

I understand and agree to *The AAMC PREview Essentials*, the <u>AAMC Website Terms and Conditions</u>, the <u>AAMC Privacy Statement</u>, and the <u>AAMC Policies Regarding the Collection</u>, <u>Use</u>, <u>and Dissemination of Medical Student and Applicant Data</u>, and the AAMC's collection, storage, and processing of my personal information according to these policies. I understand and agree that any personal information I provide during the exam process will be transferred to the AAMC in the United States and its delivery administrator, Meazure Learning; to those medical schools (wherever located) that I select through the exam registration system or through the AMCAS application in future years; and to other third parties as stated in these policies.

I understand and agree that any alleged violation of this Examinee Agreement or any alleged activity that may compromise the validity, integrity, or security of the AAMC PREview exam may be investigated. If I violate the terms of this Examinee Agreement, including those stated in *The AAMC PREview Essentials*, or fail to fully cooperate in any investigation of a violation, I may face the following consequences:

- My score may be placed on hold while the AAMC completes its investigation.
- The AAMC may issue a report of the factual findings of the investigation to legitimately interested parties.
- My score may be canceled, before or after the score is reported.
- I may be banned from taking the AAMC PREview exam for a limited time or permanently.

Information about the AAMC investigation process may be found in *The AAMC PREview Essentials*. I agree to comply with the terms of this Examinee Agreement, and I understand the consequences of failing to comply.

I acknowledge that the AAMC shall provide the PREview exam in a professional manner. Other than the foregoing, the AAMC provides the PREview exam "AS IS" and "AS AVAILABLE" without warranty of any kind whether express or implied, including, without limitation, warranties of fitness for a particular purpose and arising from course of dealing or the completeness or accuracy of any information or data provided under the agreement. The AAMC does not warrant that the service will be secure, timely, error free, or uninterrupted.

Discussion About AAMC PREview Exam Content

The AAMC developed guidelines to help you understand the terms under which you test, the prohibition of disclosure of exam content, and how to appropriately share your testing experience. Failure to abide by



the AAMC guidelines may result in a violation and investigation.

What IS permitted:

• Commenting on your general AAMC PREview exam experience, such as the online interface or how you felt about taking a remotely proctored exam.

What is NOT permitted:

- Describing any scenario or item presented to you during your AAMC PREview exam or your
 responses in greater or more specific detail than described by the AAMC herein or elsewhere,
 which includes discussing or disclosing a scenario or item list, or describing the frequency or order
 in which such scenarios and items appeared on the exam.
- Outlining the steps or process to respond to AAMC PREview items beyond the guidance provided by the AAMC.
- Assisting anyone else in doing any of the above.

Violations

Some examinees disregard the rules to gain an unfair advantage for themselves or others. If the AAMC receives information that an examinee may have provided the AAMC with false information, engaged in conduct that may compromise the integrity of the AAMC PREview program, or otherwise violated the Examinee Agreement or the terms of *The AAMC PREview Essentials*, the AAMC will investigate.

Reporting Potential Violations

It is in the interest of all examinees to report the questionable behavior of others. A violation could provide an unfair advantage to an unethical and potentially unqualified examinee not only during the AAMC PREview exam but also in the medical school admission process.

Reports of alleged violations of the Examinee Agreement, cheating, disclosure of confidential AAMC PREview content, wrongdoing, and other actions or alleged actions that undermine the integrity of the exam will be treated confidentially. If you report such activity, the AAMC will not disclose your identity except on a need-to-know basis, including responses to subpoenas, court orders, or other legal proceedings.

Please report all potential violations to askpreview@aamc.org.

Investigation Procedures, Consequences, and Arbitration

The AAMC Policies and Procedures for Investigating Reported Violations of Admission and Enrollment Standards apply and are incorporated into *The PREview Essentials for Testing Year 2025*.

- If you are the subject of an investigation by the AAMC, you shall fully cooperate with the AAMC investigation, produce all documents and materials requested by the AAMC, and submit to an inperson interview conducted by or on behalf of the AAMC at the association's request. You shall truthfully and completely answer all questions posed during investigative interviews conducted by or on behalf of the AAMC.
- If the AAMC initiates an investigation, it will notify you before issuing an investigation report. Investigation-related communications will be sent to you via email. It is your responsibility to ensure that you have an active email address on file with the AAMC that you check frequently. All responses to the AAMC must be submitted in writing.
- At its sole discretion, the AAMC may elect to send a fact-based investigation report documenting
 the violation and subsequent investigation, with any attachments provided by the applicant, to
 legitimately interested parties, both now and in the future.

You will be provided with a draft investigation report to review and an opportunity to respond before the final report is issued. If, in your response, you conclude that the draft report unfairly characterizes the



matter under investigation, or if agreement between the parties on the content and language of the report cannot be reached, you may request arbitration. Arbitration shall be conducted through written submission to the American Arbitration Association in Washington, D.C. *The sole issue for arbitration shall be whether the AAMC acted reasonably and in good faith in making its decision.*

In addition to issuing and disseminating the investigation report, the AAMC may take actions for policy or rules violations including but not limited to:

- Terminating an exam administration
- Issuing a warning letter to an examinee
- Placing PREview scores on hold
- Canceling an existing PREview registration or score
- Suspending PREview registration eligibility for a limited period or permanently

The AAMC may, at its sole discretion, file a civil lawsuit against you for material breaches of the Examinee Agreement that cause damage to the AAMC and/or a third party or for any other violation of the AAMC's legal rights. In addition, the AAMC may, at its sole discretion, refer you to one or more federal, state, or local prosecuting attorneys for criminal investigation and prosecution when it has a reasonable basis to conclude that you may have committed a crime in the course of violating the Examinee Agreement.

Remote Proctoring

In preparation for your exam, you must download the <u>Guardian Secure Browser</u>. Before the proctor can allow you to access your exam, you must:

- Provide access to your device's camera and microphone
- Share your screen
- Share your physical photo ID on camera (the proctor will use your ID in conjunction with biometric facial-recognition software to authenticate your identity)

The proctor must perform systems checks to ensure your computer is working optimally for the exam platform. Therefore, the proctor may ask to take control of your computer. You will be able to observe all actions the proctor takes, which may include changing some of your computer settings and closing software and applications that are not permissible during your exam. You may decline to allow the proctor assume control of your computer. However, by declining, you will not be permitted to take the exam.

As you take your exam, the proctor will continue to monitor your screen, camera, and microphone. The purpose of this live monitoring is twofold: to assist you should you experience a technical problem during your exam, and to ensure you are following the terms stated in the Examinee Agreement.

At the end of your exam, prior to closing your session, you may ask the proctor to assist you in adjusting your computer to its original settings or you can contact ProctorU after your exam via chat. For guidance or direct access to ProctorU support, select either the Windows or Mac user links.

Proctor Assistance

The remote proctor is available to assist you should you experience any problems with or have a question about the exam software. The proctor may not assist with any questions about exam content. The exam clock is not paused when you initiate a question.

Assistance Connecting to a Proctor on Exam Day

When you log in to take your exam, you should be connected to a proctor within approximately five minutes. If you are not automatically connected to a proctor, please refresh the proctor chat box or contact ProctorU support at the support chat link within the Guardian Browser page.



Proctor Assistance With Technical Issues

You must notify the proctor if you are experiencing a technical problem. The proctor will pause your exam clock while researching and resolving the problem. If a technical problem cannot be resolved, you may be offered a new test appointment (called a "regrant") free of charge. The sole remedy will be a regrant. Refunds will not be issued for technical issues. A regrant will not be offered if the technical issue was caused by failure to meet technical requirements.

Proctor Interruptions and Exam Terminations

If at any time during your exam the remote proctor has reason to believe you are violating any part of the Examinee Agreement, the proctor may interrupt your exam to request clarification of your activity, request you cease the prohibited activity, or terminate your exam.

The exam clock is not paused during any interruption initiated by the proctor for a security concern. Exam refunds are not available if your exam is terminated for prohibited activity.

Scoring or Voiding Your Exam

At the end of your exam, you will receive a question to score or void your exam. You will have 10 minutes to answer this question.

- Failure to properly void your exam may result in the release of your scores. These scores cannot be removed from your testing history, and scores cannot be voided after they have been released.
- If you do not make a selection when presented with the void-exam question before time expires, your exam will be scored.
- Once you make your decision to score or void your exam, you cannot change it.

Technical Issue Preventing Scoring Decision

If you experience a technical issue that prevents you from submitting your scoring decision, you must report the issue to the AAMC within five (5) calendar days of your exam date for investigation. Please see below section for instructions on Reporting a Test Session Issue. If you do not report the issue within this time:

- Your exam will be scored and released to your AMCAS application.
- You will not have the opportunity to have your exam voided or removed from your testing history later.

Testing Session Disruptions, Concerns, and Feedback

Many testing disruptions are due to connection and other technical issues that occur with the examinees' service providers, laptops, or other equipment. However, testing disruptions may also be caused by issues with the exam delivery provider: inability to launch the exam, audiovisual issues that inhibit the security of the remote proctored exam, and other substantial impairment to the delivery of the exam to the examinee in a secure manner.

Disruptions caused by the delivery provider are extremely rare. Most disruptions are related to the examinee's equipment. If you are unable to connect to or finish your exam as a result of your personal equipment, a refund or free retest will not be provided. Examples include but are not limited to:

- Weak internet connection
- · Low battery/battery failure
- High RAM or CPU usage
- Incompatible applications
- Software updates occurring during your testing session



Reporting a Test Session Issue

In cases where the exam service was not delivered or completed as designed by the exam delivery provider, the AAMC may permit the affected examinees to retake the AAMC PREview exam to remedy the situation.

If you believe that a test session issue in the Meazure Exam Platform interfered with your performance on the exam, and you wish to have the AAMC research what occurred, you must do both of the following:

- 1. Notify the proctor when the issue occurs.
- 2. Submit a completed <u>Test Session Issue Report</u> form to <u>askpreview@aamc.org</u> by the deadline (see below). Forms submitted after five calendar days will not be reviewed. If an exam irregularity is confirmed, you may get an opportunity to retake the exam at the AAMC's sole discretion.

Notifying the proctor when an issue occurs will allow the proctor to assess and possibly correct the problem so you can continue testing. Further, your report to the proctor will aid Meazure Learning and the AAMC if they need to research the issue after your exam. Failure to report a problem to the proctor may hinder their ability to verify a test session issue.

Testing Issue Deadlines

Testing Issue Deadlines	
To submit a Test Session Issue Report	No later than five calendar days following your exam.
To use a regrant	No later than the last registration deadline for the testing year.

Retaking the Exam Due to a Test Session Issue

If the AAMC, in its sole discretion, determines that you need to retake your AAMC PREview exam due to a test session issue or system error, the AAMC will assist you in scheduling a new appointment within the same testing year during one of the posted exam windows. The AAMC will make every attempt to provide your preferred time slot for a new appointment; however, the AAMC cannot guarantee a specific date and time will be available. If your equipment has met the requirements, there will be no additional registration fees for new appointments scheduled as a result of a confirmed technology issue.

You must complete the entire exam. The AAMC cannot provide a score if you do not complete the entire exam.

Please note: The remedy described above is the exclusive remedy available for errors in registrations, errors in presentation of the exam items, technology disruptions, and potential compromises to exam content as determined by the AAMC.

Exam Feedback

All PREview scenarios and questions have been reviewed and validated by a representative panel of medical school educators. These subject matter experts have expertise in supervising and evaluating medical students, and their consensus ratings established the scoring key.

If you have a concern or other feedback about a particular scenario or question you saw on the PREview exam, please send the AAMC your feedback. While there is no process for challenging a question or rescoring an exam, the AAMC will consider your feedback when developing future exam forms. Email askpreview@aamc.org with the subject line "PREview Exam Feedback" and include the following information:



- First and last name as it appears on your PREview exam registration
- AAMC ID
- Exam date and appointment time (in order to identify which exam form you took)
- Description of your concern or other feedback, being as specific as possible

The AAMC will acknowledge receipt of your feedback but will not provide information on if or how your feedback may be applied to future exams. Additionally, the AAMC will not provide you a copy of your exam or exam answers.

Score Reports

Understanding How Your Exam Is Scored

The AAMC collaborated with subject matter experts to develop the scoring key for the PREview exam (i.e., the key effectiveness rating for each response). The group of subject matter experts included admissions officers, faculty, student affairs representatives, and others who work closely with medical students and understand the expectations and responsibilities of medical students.

Your PREview exam score is based on the extent to which the effectiveness ratings of your responses (items) align with medical educators' consensus ratings. Full credit is awarded for an item if your rating matches the medical educators' consensus rating. Half credit is awarded if your rating is one rating away from the medical educators' consensus rating but still on the same side of the scale (i.e., Effective/Very Effective responses or Ineffective/Very Ineffective responses).

For example, if an item is keyed "Effective" and you rate it "Very Effective," you receive half credit. If you rate the same item "Ineffective," you do not receive credit as the item key is on the opposite side of the scale.

Higher scores suggest that your ratings align more closely with medical educators' consensus ratings, whereas lower scores suggest your ratings align less closely with medical educators' consensus ratings.

Receiving Your Score

Scores are expected to be released according to your testing window. Note the specific score release dates for each window in the <u>Testing Calendar</u>. When your score is available, the AAMC will send you an email with instructions on how to access your score report. If you elected to have your exam scored, your score report will include your total score, confidence band, and percentile rank table. AAMC staff will not provide scores over the phone.

Selecting and Reporting Your Score to Medical Schools

The process for reporting your scores to schools and programs varies depending on how you apply to the school. Your score report will include all exams you have taken and scored since 2020, regardless of when, how, and where your scores are reported.

Reporting Your Score to AMCAS Program-Participating Medical Schools

When you initiate or submit the AMCAS application, your PREview scores will be automatically uploaded to your AMCAS application. If you take the PREview exam after submitting your AMCAS application, your score will be automatically uploaded to your AMCAS application when it is available on the published score release date.



Selecting and Reporting Your Score to Non-AMCAS Program-Participating Schools

When your score is available, or when you are ready to send your score report to a non-AMCAS participating school, you must log in to the <u>Testing Services Score Reporting System</u>, where you will choose among the available options to release your scores. Once you request that your scores be sent to institutions through the <u>Testing Services Score Reporting System</u>, all scores in your score report will be released to the authorized institutions as they become available.

Additionally, any new exams that you have scored within one calendar year after you release your score report will be automatically transmitted to the authorized institution as the scores become available. If you receive new PREview scores more than a year after your request, you will need to submit a new request to have your new scores sent to the authorized institutions other than those in the AMCAS program. For more information on how to release your scores, please visit our website.

Additional Score Reporting Information

Once you select an application service or specific school to receive your PREview score through one of the methods above, you may not retract your decision. The AAMC is not responsible for any claims for damages resulting from delayed transmissions of AAMC PREview scores for any reason.

Future AMCAS Application Cycle Score Reporting

The AAMC will retain your AAMC PREview score report indefinitely. If you reenter the medical school application process in a future application year, the AAMC will upload your AAMC PREview scores to your AMCAS application. If you apply to a participating program with its own application or that uses another application service, the AAMC will release all scores available at the time of release.

Score Cancellation

The AAMC PREview exam is a standardized test, which requires that certain aspects of the test remain constant across the entire testing population, including, but not limited to, the number of items, the competencies covered, the difficulty of the test overall, and the conditions under which the test is proctored.

In the rare event an irregularity occurs that results in one of the standardized aspects of your test being altered to the extent that you may have been unfairly impaired or advantaged, the AAMC may, at its sole discretion, cancel your score. In such a case, the score will not be disclosed to you, medical schools, or any other interested parties, and the AAMC will make every effort to reschedule a new test date.

AAMC Policies on PREview Examinee Data

Use of Personal Information

When you take the AAMC PREview exam, you agree to the use and release of your personal information as described below.

The AAMC will use your personal information — including collecting, storing, and processing it — in accordance with the <u>AAMC Website Terms and Conditions</u>, the <u>AAMC Privacy Statement</u>, the <u>AAMC Policies Regarding the Collection</u>, <u>Use</u>, <u>and Dissemination of Medical Student and Applicant Data</u>, and any specific terms described herein. You agree to the transfer of your personal information to the AAMC and its delivery administrator, Meazure Learning, in the United States, to those medical schools (wherever located) that you select through the exam registration system or through the AMCAS application in future years, and to other third parties as stated in these policies. Once your personal information has been transferred to a third party, the information is subject to that party's policies.

Personal information collected, stored, and processed during your AAMC PREview exam experience includes:



- Personal information collected during registration, including your name, email address, phone number, gender, race and ethnicity, country of citizenship and residence, undergraduate institution, and language background
- Identity information collected at the start of the exam
- Exam response information
- Biometrics collected in support of remote proctoring, including your ID, video and audio recording of your exam session, video of you and your exam environment, and keystroke measurements taken during your exam
- Exam grading and score data related to your exam performance

Any information published by the AAMC related to the AAMC PREview exam will use aggregate data. Individual test scores are not published or released to third parties unless permitted by the <u>AAMC Privacy Statement</u>, meaning appropriate confidentiality and limitation of use obligations are in effect or otherwise authorized by you.

Health Professions Advisor Release

Selecting "Yes" to the Health Professions Advisor Release when you register for the exam authorizes the AAMC to release a record of your PREview scores to your school's designated, AAMC-approved health professions advisor who has met the AAMC-established requirements and confidentiality protocols. The Health Professions Advisor Release is voluntary.

Furthermore, if you applied for fee assistance through the AAMC Fee Assistance Program, and in your fee assistance application you agreed to release award information to your health professions advisor, that information will be made available along with your test scores. If you indicated in your AMCAS application that you would like your application released to your health professions advisor, the released AMCAS information will include your PREview scores regardless of your answer to this guestion.

If an undergraduate institution does not have a designated health professions advisor or has not identified the advisor to the AAMC, the AAMC cannot release your scores to the institution.

Contact and Support Information

Specialists are available to help resolve your questions or concerns about the AAMC PREview process, policies, and procedures. Please allow two business days for a reply to your email. If you have an urgent matter that cannot wait two days, please call or use available chat features rather than email.

AAMC PREview Contact Details		
Question	Contact	
General Questions About the AAMC PREview Exam	Email: askpreview@aamc.org Phone: 202-540-5457 PREview Webpage A representative will respond to your inquiry within two business days during regular business hours: Monday-Friday, 9 a.m6 p.m. ET Closed Wednesday, 3-5 p.m. ET	



AAMC PREview Contact Details		
Question	Contact	
Prior to Your Exam Appointment: Technical Questions About the AAMC PREview Portal	Live chat support Ticket support (for non- urgent matters) Phone: 1-855-772-8678 (Select option 1) Hours: Monday-Friday, 8:30 a.m7 p.m. ET This will put you in touch with the Meazure Learning Support team, who will be able to triage all inquiries and escalate any	
	issues if necessary.	
Support During the AAMC PREview Exam	The Meazure Exam Platform has live support readily available if you have trouble connecting with a proctor or if other issues prevent you from taking your exam. To contact this support service: 1. Log in to your account. 2. Look for the "Chat" option on the left panel of the Guardian Browser screen. 3. Fill out the form, and you will be connected with a chat support specialist. If you are experiencing technical difficulties that are preventing you from logging into your scheduled appointment, do not delay contacting the Meazure Learning Exam Admin team: Live chat support Phone: 1-855-772-8678 (Select option 1) Hours: Monday-Friday, 8:30 a.m7 p.m. ET For helpful information on popular topics such as technical requirements, how the service works, and how to be prepared for a ProctorU session, access the Resource Center and Tutorial Video.	
Questions About Your Accommodations Application or Decision Letter	Email: previewaccommodations@aamc.org	
Questions About Scheduling Your Exam With an Approved Accommodation	Email: askpreview@aamc.org	



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