



WHAT IS THE SSA?

The Structured Self-Assessment (SSA) step of our Continuing Qualifications Requirements (CQR) will help you identify any gaps in your knowledge and skills. Its goal is to help you focus your continuing education (CE) activities on any areas of need.

You may take the SSA at a Pearson VUE test center, or you may take it online using a proctor (someone who monitors candidates during an exam or assessment).

TO TAKE YOUR SSA AT A PEARSON VUE TEST CENTER

[Learn how](#) to register for and take your SSA at a Pearson VUE test center.

FOLLOW OUR SECURITY REQUIREMENTS

ARRT enforces the same security rules and regulations during the SSA that you encountered during your examination for certification and registration. You could jeopardize your credential if you:

- Make copies of SSA questions
- Obtain SSA questions before you take the assessment
- Ask someone else to take the SSA for you
- Use notes or other materials during the assessment
- Steal our copyrighted material
- Otherwise cheat on the SSA

NO OTHER ELECTRONIC DEVICES ALLOWED

Once you check in for the SSA at a Pearson VUE center, you can't use or have access to electronic devices other than the computer on which you'll take the assessment. Electronic devices include, but aren't limited to:

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| • Cellular phones | • Calculators (except those issued by Pearson VUE) |
| • Media players | • Computing watches |
| • Compact disc players | • Scan pens |
| • Other electronic communication, recording, or listening devices | • Laptop computers and tablets |
| • Removable storage devices | • Cameras or other photographic devices |
| • Personal digital assistants (PDAs) | • Smart watches |

Pearson VUE staff will assign you a secure locker if you need one.

If you're found with an electronic device during your assessment, or if you're found to have accessed an electronic device during your assessment, proctors will end your assessment. We'll assign your CE prescription based on your completed responses, and you might be subject to an ethics review.

DON'T LEAVE THE ASSESSMENT SITE

Once you've checked in for your SSA, don't leave the Pearson VUE test center before completing your SSA. Should Pearson VUE staff see you doing so, they won't allow you to continue your assessment. We'll assign your CE prescription based on your completed responses, and you might be subject to an ethics review.

COMPLY WITH ALL OTHER ASSESSMENT REQUIREMENTS

Be sure to follow the instructions of Pearson VUE staff members. In addition:

- Don't bring study materials, paper, books, notepads, writing instruments, or calculators into a Pearson VUE center.
- Don't write notes on paper, on your clothing, or on yourself.
- Don't have food, beverages, candy, smoking materials, or chewing gum with you in the test center.
- If you need an unscheduled break, raise your hand to get the administrator's attention. The assessment clock will continue to run while you're on break.
- If you have trouble with the SSA delivery, raise your hand to alert the administrator.
- Don't remove or attempt to remove assessment questions and answers from the test center.
- Don't share assessment questions or answers with anyone. Reproducing assessment questions and answers, in whole or in part, constitutes a breach of your agreement.

BE AWARE: MISCONDUCT COULD AFFECT YOUR CREDENTIAL

If you demonstrate misconduct or irregular behavior at the Pearson VUE center, you may be subject to sanctions—up to and including suspension or revocation of your certification and registration.

Examples of misconduct or irregular behavior include, but aren't limited to:

- Having someone take your SSA for you
- Attempting to take the assessment for someone else
- Tampering with the operation of the computer
- Attempting to use the computer for any function other than completing your assessment
- Accessing notes, books, study guides, or unauthorized electronic devices
- Talking with anyone, or reading questions or answers aloud at any time during your SSA
- Giving or receiving unauthorized help
- Failing to follow instructions from Pearson VUE staff
- Removing items from your secured locker without prior authorization
- Creating a disturbance of any kind

ACCEPT ARRT'S RULES OF CONDUCT

If I am found to have violated any requirement listed above, ARRT may take appropriate action authorized by the [*CQR Structured Self-Assessment Agreement of Participants*](#), the [*ARRT Education Requirements for Obtaining and Maintaining Certification and Registration*](#), and the [*ARRT Standards of Ethics*](#). Sanctions include assigning a full CQR prescription, revoking my certification and registration, reporting my revocation to state licensing agencies, and/or prosecuting me.