What is the time-compensated breaks accommodation?

Due to their disability, some students may require breaks during an exam to manage the limitations of their disability. As these breaks may need to occur frequently or for extended periods of time, and are related to the disability, this accommodation allows the time used for a break to be added back to the exam time, so as to level the playing field for the student. The CAE will, through an individualized assessment of the student’s limitations, determine what time-compensated break time is reasonable; currently, a student can be approved for 5, 10, or 15-minutes of time-compensated breaks per hour of testing.

As a student, what am I required to know about this accommodation?

1. You **MUST** notify a proctor that you are about to use a Time-Compensated Break. Be sure to also tell a proctor when you are returning to your exam. If you fail to notify a proctor, the break will **not** be calculated in your exam end time.

2. You cannot add your breaks together to extend your testing time. These are breaks, not additional time for test taking. The breaks cannot be accumulated or rolled over to the next hour.

3. You may use your break anytime within the hour. For example, for breaks that are “10 minutes per hour”, you can take the break anytime during the hour.

4. You will only be compensated for the break time used, according to your accommodation. For example, if you only use 7 minutes for your break, you only receive 7 minutes added to your test time.

5. You can break up the break-time as needed each hour. For example, if you are approved for a 10 minute time-compensated break/hour, you can split this as two 5-minute breaks.

6. While you will not be questioned or monitored, you should not use a time-compensated break if you are taking a break that is unrelated to the disability-based limitation it was approved for (e.g. bathroom breaks, drinking water, etc.).

7. As with all breaks, you are to remain in the testing area and will not have access to your cell phone during breaks.