



The MacDonald Research Institute

Assisted Living Facility Core Competency Test

Phone: 813-991-0444 • Email: alftest.tmri@gmail.com • alfmacdonald-research.com

Score Verification Session Request Form

Your request must be received in our office within 60 calendar days after the mailing of test results.

Score verification is not intended to be a study session for retaking the test. Score verification sessions are held in Wesley Chapel, Florida, by appointment only.

Sessions are typically held the third Wednesday of every month

Completely fill out the request form and submit it by email or fax.

_____ *Requested Session Date* _____ *Time*

_____ *Last Name* _____ *First Name* _____ *MI*

_____ *Social Security Number (Last 4 digits)* _____ / _____ / _____ *Test Date* _____ *Test Site*

_____ *Mailing Address* _____ *Apt. #*

_____ *City* _____ *State* _____ *Zip Code*

_____ *Daytime Telephone* _____ *Email*

After your request has been received by our office, your original answer document will be scored by hand. A letter notifying you of the results will be faxed or e-mailed to the address you have listed above. Please allow two weeks for processing.

Fax this form to **813-991-1245**
Attn. The MacDonald Research Institute (TMRI)

or email to: **alftest.tmri@gmail.com**

_____ *Signature* _____ / _____ / _____ *Date*



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Score Verification Session

Frequently Asked Questions

When are score verification sessions held?

Sessions are typically scheduled the third Wednesday of every month.

Where are the sessions held?

Sessions are held at The MacDonald Research Institute in Wesley Chapel, Florida. The reporting address and a campus map will be mailed to you prior to your session.

How do I register to attend a score verification session?

- Complete the Score Verification Request Form and submit it to the address indicated within 30 days of the mailing of your score report.
- Requests must be received at least 10 business days before the session date you would like to attend. If your request is received less than 10 business days before a session, you will be assigned to the next session date.
- Once your form is received and your information has been verified, you will receive an admission letter for your assigned date. If you do not receive your admission letter at least a week before your session, please contact our office.
- Walk-ins are not permitted.

What happens in a score verification session?

- The session will last one hour.
- You will be provided a new test book that corresponds to the test that you took.
- You will be provided a computer printout of the items you attempted to answer but missed, and the answer that you chose.
- Only one version of each failed test will be provided per session date.
- Correct answers to the questions will NOT be provided.
- Staff persons conducting the session are not authorized to provide any test content information.

What do I need to bring to a score verification session?

- Your admission letter.
- One valid form of ID that is printed in English. The ID must be a USA government-issued document with a clear photo and your signature. Acceptable ID includes:
 - √ State-issued driver's license or identification card
 - √ United States military ID with visible signature
 - √ United States passport
 - √ Tribal ID Card
- DO NOT BRING any prohibited items such as cell phones or other electronic devices, scratch paper or written notes, books of any kind, food or drinks (including bottled water) to your score verification session.

For additional information, contact The MacDonald Research Institute at (813) 991-0444.