

**Commission  
on Dietetic  
Registration**



the credentialing agency for the  
**Academy of Nutrition  
and Dietetics**

# Candidate Handbook

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RD Exam



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0  
2  
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# Table of Content

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- Introduction - 1
- Authorization to Test - 2
- Scheduling an Exam - 2
- Exam Procedures - 4
- Exam Content - 5
- Exam Accommodations - 7
- Exam Results - 7
- Reauthorization - 8
- Exam FAQ - 9

**This handbook must be read in its entirety before scheduling a testing appointment.**

# Introduction

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## Code of Ethics

All candidates applying to take the registration examinations for dietitians or dietetic technicians must sign the following agreement when establishing eligibility to take the registration examination:

“As a registered dietitian or dietetic technician, registered, I agree to abide by the Code of Ethics for the Profession of Dietetics (<https://www.cdrnet.org/codeofethics>), and to hold harmless the Commission on Dietetic Registration or other RDs, RDNs, DTRs and NDTRs, and CDR employees for their activities in enforcing them.”

The Commission on Dietetic Registration (CDR), the credentialing agency for the Academy of Nutrition and Dietetics (Academy), does not discriminate against any applicant because of race, creed, religion, color, sex, marital status, national origin, or ancestry.

## Candidate Code of Conduct

In all matters directly or indirectly related to the registration examination for dietitians, the CDR Candidate Code of Conduct applies and requires the candidate to adhere to the highest standards of conduct expected of nutrition and dietetics practitioners.

A “candidate” is an individual meeting the academic and supervised practice criteria for examination eligibility as established by the CDR and verified through the Registration Eligibility Processing System (REPS). Candidates must comply with the Code of Conduct. A candidate violating the Code’s provisions may be subject to discipline.

## Non-Disclosure Agreement

All candidates applying to take the registration examinations for dietitians or dietetic technicians must certify at that time and at the time of testing that they have read and understand the terms written below and will neither give nor receive assistance of any nature.

“I understand that the content of this examination is confidential. No part of the materials conveyed during this examination may be copied, downloaded, reproduced, stored, disseminated, transferred, or used in any form by any means without prior consent of the Commission on Dietetic Registration. Violators will be prosecuted to the fullest extent of the law. Final adjudications will be reported to all applicable administrative agencies. By accepting this non-disclosure agreement you are also acknowledging that you have read and understand all policies and procedures in the Handbook for Candidates.”



# Authorization to Test

When a candidate is approved for exam eligibility, they will receive an Authorization to Test email from Pearson (CDR's testing vendor) within 48 hours. This email explains the process to schedule the exam and create login credentials on Pearson's website. If a candidate cannot locate their Authorization to Test email, they should check their spam folder and then contact Pearson customer service at 888-874-7651.

Candidates approved for registration eligibility are authorized to test for one year at a time. The one-year authorization period is indicated in the Authorization to Test email sent to the candidate by Pearson.

Authorization expires when the:

- Candidate takes the examination.
- One-year authorization period ends.
- Candidate fails to cancel the testing appointment within the specified timeline.
- Candidate arrives late for the scheduled testing appointment.
- Candidate does not complete the examination during the test appointment.
- Candidate fails to present a qualifying ID.
- Candidate fails to agree to the Non-Disclosure Agreement.

**Candidates seeking reauthorization may do so online at [reps.cdrnet.org/reauth](https://reps.cdrnet.org/reauth) or by email**

**([cdrexams@eatright.org](mailto:cdrexams@eatright.org)).** When using the online system, candidates will need the CDR Candidate ID provided in their Authorization to Test email and exam score report (exclude any leading zeros). Email requests should include the candidate's name and CDR candidate ID/Academy of Nutrition and Dietetics membership number.

# Scheduling an Exam

The RD exam is administered at over two hundred and fifty Pearson professional test centers in the United States and select international locations. A Pearson Test Center Locator can be found on the CDR/Pearson VUE homepage ([www.pearsonvue.com/cdr](http://www.pearsonvue.com/cdr)) under the "Find a Test Center" header.

Registering, paying, and scheduling for the exam must be completed on Pearson's website, Pearson chat, or by calling Pearson. Candidates who want to schedule with accommodations should refer to the Accommodations section of this Handbook or Pearson's website: <https://home.pearsonvue.com/Test-takers/Accommodations.aspx>.

## Candidate Profile

Candidates are responsible for reviewing their Pearson candidate profile. To do so, sign in to the [CDR/Pearson web portal](#). In the My Account section, profile information can be viewed under the My Profile tab.

For candidate identity protection, profile changes must be submitted to CDR through the [CDR website](#). Name change submissions must include an original legal document (marriage license, divorce decree, or court order showing the name change) or a notarized copy of this document. Instructions for completing a name change can be found [here](#). When submitting a name or profile change on the CDR website, please check the box indicating you will be taking the exam so that CDR can notify Pearson.

Only a candidate's legal name as it appears on an original, valid (unexpired) government issued ID that includes their name, photograph, and signature, will be accepted. A candidate's name in Pearson's scheduling system profile must match the name on the government-issued photo identification card to be admitted to their examination (address does not need to match).

## Scheduling and Payment

To schedule an appointment online, a candidate must sign into the CDR/Pearson web portal using the username and password received upon creating a Pearson account, select the appropriate exam and follow scheduling prompts. For further assistance, contact Pearson VUE at 888-874-7651, 7:00 am – 7:00 pm Central Time, Monday through Friday, excluding holidays.

The examination fee is separate from the Academy of Nutrition and Dietetics membership dues and CDR registration maintenance fees. The entire examination fee of \$250 must be paid by credit card at the time of exam appointment registration. Upon successful payment, the scheduling system will send an email confirming the appointment. **It is important that this confirmation is received to ensure an exam was successfully scheduled. If no scheduling confirmation is received, you have not successfully scheduled an exam.** Please note, Federal regulation prohibits Pearson VUE from accepting payments from sanctioned countries.

## Test Bundle Voucher

The optional test bundle program provides candidates with a second attempt to pass their RD or DTR exam at a discounted rate, should they have an unsuccessful first attempt. For a total of \$350 (RD) or \$235 (DTR), candidates can purchase both their initial attempt and a voucher valid for a discounted retake.

Vouchers can be purchased as an upgrade at checkout when registering for an exam attempt. One full price exam is required for every voucher purchase.

- Discount Retake Voucher Dietetic Technicians \$75
- Discount Retake Voucher for Dietitians \$100

It is imperative that candidates select the voucher that corresponds to the exam being taken as vouchers are non-refundable. Vouchers are only eligible for authorized retakes, may not be transferred to any other candidate, and are not refundable. Once a voucher is ordered and paid for, candidates will receive an email notification (separate from their order receipt) providing their voucher ID. In the event the candidate needs to retake, they must first contact CDR for reauthorization. The voucher ID would then be used in lieu of payment when scheduling a retake. Test vouchers are non-transferable. They must be used by the individual who purchased the bundle for the exam for which they purchased it.

## Rescheduling or Canceling an Exam

Scheduling, changing, or canceling an appointment is completed on the Pearson Web Portal. All appointments must be made at least 48 hours in advance of the desired date/time. Any changes to an appointment made through an online account must be completed at least 48 hours before the current test appointment. Candidates may cancel an appointment and obtain a refund provided the cancellation is done online a minimum of 48 hours before the appointment. Candidates may reschedule to another exam appointment, provided the candidate's authorization to test period does not expire on or prior to the new testing appointment. If their authorization expires before a new testing appointment can be made, the candidate must cancel their exam on the Pearson website, receive a refund, reauthorize to test with CDR, and pay another examination fee. Refunds are not provided for candidates who fail the examination or who do not arrive for an appointment.

When rescheduling by telephone, the call must be placed at least 48 business hours in advance of the current test appointment. Candidates cannot call a test center to schedule or reschedule. **Anytime an appointment is scheduled, changed, or cancelled, the candidate will receive confirmation of the transaction by email. It is the candidate's responsibility to verify the receipt of the scheduling or cancellation email and the testing appointment date, time, and location.** If assistance in scheduling a test appointment is needed, please call Pearson's Candidate Service Center at 888-874-7651. Scheduling outside of business hours must be done on the Pearson Web Portal.

If a test center is closed due to weather or other emergency conditions, Pearson will email candidates to inform them of the closure and provide them with the opportunity to reschedule their examination. It is a candidate's responsibility to ensure travel arrangements to an exam appointment if the test center is operational. No refunds will be provided within the 48 hours before an exam if a test center is open. **If a candidate becomes ill in the 48 hours before an exam, preventing them from testing, they must contact CDR at [cdrexams@eatright.org](mailto:cdrexams@eatright.org) to provide an explanation and supporting documentation (Pearson requires a physician's note in order to cancel an exam without penalty).**

# Exam Procedures

## Admission to the Exam

Candidates are required to present one form of original, valid (unexpired) government issued ID that includes their name, photograph, and signature. If the candidate does not have the qualifying ID issued from the country they are testing in, a passport from their country of citizenship is required. The identification must reflect the candidate's current legal name and match the information on their Pearson profile. Workplace or university identification will not be accepted. Candidates who arrive late for their testing appointment will not be seated and will forfeit their exam fee.

All examination candidates who report to a Pearson Test Center will be required to remove their eyeglasses and present them to the Testing Administrator for visual inspection. Eyeglasses are considered a comfort aid item, which means they are allowed in the testing room following visual inspection to ensure examination security.

Candidates will be scanned with a security wand to ensure that no unauthorized electronic devices are brought into the test center. Pearson will enforce a zero-tolerance policy regarding the possession and/or use of unauthorized electronic devices in the testing area. This policy mandates that, unless pre-approved (an accommodation), all electronic devices are strictly forbidden at the proctor station or inside the testing area. Candidates will be instructed to power off and store all electronic devices including but not limited to mobile phones, smart watches, and camera glasses before heading to the proctor station. Candidates found to be in possession of any electronic device at the proctor station prior to entering the testing room will not be permitted to test and will forfeit any exam fees paid.

For identity authentication, Pearson may scan candidates' palms using "Palm-Vein Recognition" biometric technology. Pearson utilizes Palm-Vein Recognition to maintain the examination's integrity. The CDR does not collect, possess, or have access to candidates' Palm-Vein Recognition scan, nor does it have control over the methods or processes of identity authentication utilized by Pearson. All Palm-Vein Recognition scans and any data related thereto are collected, possessed, and maintained exclusively by Pearson. To the extent a candidate has questions concerning Pearson's Palm-Vein Recognition and any collection, retention, or destruction of such data, those questions should be directed to and resolved by Pearson.

## Exam Rules

1. None of the following types of personal items may be taken into the testing room: cell phones, tablets or other electronic devices, watches, wallets, purses, hats (and other head coverings), bags, coats, books, or notes. Studying is not allowed in the test center.
2. Candidates must store personal items in a secure area indicated by the administrator. Cell phones and other electronic devices must be turned off prior to placing them in the designated secure area. The testing center is not responsible for lost, stolen or misplaced personal items.
3. The proctor may dismiss a candidate from the examination for any of the following reasons:
  - If the candidate's name on their government-issued photo ID does not match the name in Pearson's system.
  - If a candidate's admission to the examination is unauthorized.
  - If a candidate creates a disturbance, is abusive or otherwise uncooperative.
  - If a candidate gives or receives help or is suspected of doing so.
  - If a candidate attempts to remove test materials or notes from the test center.
  - If a candidate attempts to take the examination for someone else.
4. No visitors are allowed at the test center.
5. An erasable note board may only be used after the exam has started. The candidate cannot remove this item from the testing room at any time during the exam, and it must be returned to the administrator immediately after the exam.
6. A simple pop-up calculator is provided on-screen, at each computer workstation. A handheld test center simple calculator may be provided. The calculator must be examined and tested by the candidate prior to the beginning of the examination.

7. Candidates will sit in an assigned workstation until escorted out by a Test Administrator. Eating, drinking, smoking, chewing gum and making noise that creates a disturbance for other candidates are prohibited during the exam. Candidates who require assistance must raise their hands to alert the Test Administrator.
8. Candidates will have three hours (3) hours to complete the examination once the timer begins. The timer will begin with question one of the examination. The examinee will have the option to hide the clock during the examination. Examination testing appointments are three and one-half hours (3.5) hours; three (3) hours to take the examination, twenty (20) minutes to complete an introductory tutorial, and ten (10) minutes to complete the post examination survey.
9. Examination candidates must respond to the minimum number of examination questions (125) in order for the exam to be scored. If the examinee does not respond to the minimum number of questions within the time allowed (3 hours), the examination will shut down and the exam will be scored as a failure, since it was inconclusive.
10. Candidates are continuously monitored by the administrator during testing. The session may be videotaped or otherwise recorded for security or other purposes.
11. Candidates must raise their hand to notify the administrator immediately if there is a problem that affects the candidate's ability to take the exam.
12. The exam timer will not be stopped for any unscheduled breaks. If the candidate has received approval for special accommodations for a break, the administrator will set the workstation to the break mode and the candidate must take their ID when leaving the room. The administrator will verify the ID before the candidate can return to their seat and candidates will be re-scanned for electronic devices. The exam will then be restarted.
13. Taking an unscheduled break, candidates are NOT allowed access to personal items other than medication required at a specific time and with the approval of the test administrator.
14. Candidates are required to answer the current question before moving on to the next question. Candidates cannot review previous questions or change previous responses.
15. Candidates cannot remove exam questions and answers from the testing center and cannot share or discuss the questions or answers with other candidates.
16. At the end of the exam, the administrator will ensure that the candidate's exam ended properly. The exam score will display on the computer screen after the exam and the Test Administrator will provide a printed score report after the erasable note board and other materials have been returned.

## Exam Content

The examination encompasses four domains: Principles of Dietetics (21%); Nutrition Care for Individuals and Groups (45%); Management of Food and Nutrition Programs and Services (21%); and Foodservice Systems (13%). The examination includes questions that are intended to test at either the comprehension or application level. Comprehension questions require accurate understanding of concepts, principles, and procedures, and include the ability to translate information presented in different formats, such as graphs, tables, and formulas. Questions at the application level generally involve using information or knowledge to solve a problem, make a decision, select a course of action, and so on.

The examination is computer-based and variable length. Each candidate will be given a minimum of one hundred and twenty-five (125) questions; one hundred (100) scored questions and twenty-five (25) pretest questions. The maximum number of questions possible is one hundred and forty-five (145); one hundred and twenty (120) scored questions and twenty-five (25) unscored pretest questions. In order to receive a passing or a failing score report, the candidate must complete between 125–145 questions. During the examination, if the candidate does not respond to the minimum of 125 questions (for whatever reason), he/she will receive a failing score report. Pretesting is done to see how well items perform before they are used in the scored portion of any examination. The pretest questions cannot be distinguished from those that will be scored, so it is important that candidates answer all questions. All of the questions on the examination are intended to be practice related. Questions from any of the four content domains can appear anywhere in the examination; they are intermingled and do not appear in content order.



# Specifications

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The registration examination for dietitians is designed to evaluate a dietitian's ability to perform at the entry-level. The examination content domains and topics are outlined below. The test specifications can be found here:

<https://www.cdrnet.org/study>.

(January 1, 2022 – December 31, 2026)

I. Principles of Dietetics - 21%

- A. Food, Nutrition and Supporting Sciences
- B. Education, Communication and Technology
- C. Research Applications

II. Nutrition Care for Individuals and Groups - 45%

- A. Screening and Assessment
- B. Diagnosis
- C. Planning and Intervention
- D. Monitoring and Evaluation

III. Management of Food and Nutrition Programs and Services - 21%

- A. Functions of Management
- B. Human Resource Management
- C. Financial Management
- D. Marketing and Public Relations
- E. Quality Management and Regulatory Compliance

IV. Foodservice Systems - 13%

- A. Menu Development
- B. Procurement, Production, Distribution, and Service
- C. Sanitation and Safety
- D. Equipment and Facility Planning

# Exam Accommodations

Candidates applying for test accommodations must read and follow the instructions provided at [www.pearsonvue.com/accommodations](http://www.pearsonvue.com/accommodations) before scheduling their appointment. This page contains information about accommodations and the application process. It also includes information on comfort aids which do not require an accommodation application. Follow the instructions in the Guidelines for Candidates. All documentation for accommodation applications must be sent together to the fax number in the Guidelines for Candidates.

Accommodation requests and supporting documents must be submitted for evaluation every time accommodations are requested for an examination. CDR makes every reasonable effort to accommodate applicants for the registration examination for dietitians who are disabled, as that term is defined in the Americans with Disabilities Act (ADA) of 2008. Under the ADA, a person is disabled if he or she has a physical or mental impairment that substantially limits him or her in a major life activity.

To make the registration examination for dietitians equally accessible to applicants with disabilities, testing accommodations are made available for candidates with diagnosed physical, mental, sensory, or learning disabilities, and who provide appropriate documentation. All accommodations requests are evaluated by qualified professionals. Requests may also be submitted for independent external reviews by specialists in a particular impairment. It is important to understand that the mere documentation of the presence of a disability does not entitle the examination candidate to accommodation(s). Rather, the impact of the disability on the candidate's ability to take this examination must be quantifiably documented.

Candidates will be notified by letter whether their accommodations have been approved. If accommodations are approved, a letter will provide instructions on how to schedule the exam by telephone. A credit card is required to schedule when contacting the Accommodations Program Coordinator. Candidates who have been approved for accommodations cannot test without the accommodation granted. **All appointments with accommodations MUST be scheduled by phone, using the instructions provided in the accommodations approval letter. If candidates wish to purchase the voucher bundle with their accommodations, they should request the voucher when scheduling their exam over the phone. Candidates use the terminology: discount retake voucher add-on.**

Candidates should apply for accommodations as early as possible as accommodations must be approved in advance of scheduling an exam. It is the candidate's responsibility to notify Pearson of the need for accommodations. Pearson reserves the right to independently evaluate documentation submitted by all candidates who request accommodations. Pearson may refuse accommodations if adequate notice accompanied by complete documentation as set forth above is not provided. If accommodations are denied, the candidate will be required to test under standard conditions. Please register, pay, and schedule for your exam by following the instructions outlined in the Application Procedures of this Handbook. Direct any questions regarding a disability, required documentation, or an accommodation that has been already been granted to Pearson at 888-874-7651 and ask for an Accommodations Program Coordinator.

## Exam Results

After completing the exam, candidates will receive a printed score report. Should candidates not receive a score report, they can obtain one by going to the Pearson scheduling portal or by contacting Pearson VUE. Score reports provide a candidate's content area and total scaled scores. All test results are subject to verification.

The examination is scored on a scale of 1–50. The minimum scaled score required to pass the examination is 25. The number of questions the candidate must answer correctly to obtain the scaled score of 25 varies from one examination to another. This is because each examination includes a different set of questions. Based on candidate responses over time, it is known that some questions may be slightly easier or more difficult than others. The computer adaptive test format evaluates the candidate's performance compared to the passing standard for the examination. The passing standard for the dietitian's examination was established with the implementation of the current test specifications.

In addition to monitoring the candidate's performance, the computer also monitors the difficulty level of the questions administered. If the candidate receives an examination that is slightly more difficult, fewer questions need to be answered correctly to pass the examination. Conversely, if the candidate receives a slightly easier examination, more questions must be answered correctly to pass the examination. This process ensures that candidates are neither rewarded nor penalized because they took an easier or more difficult examination.

In order to protect the security and integrity of the registration examination for dietitians, CDR does not release to candidates the examination questions or the correct answers.

## Interpreting Score Reports

The content area scores on the score report are not used to determine pass-fail decision outcomes. They are only provided to offer a general indication regarding candidate performance in each content area. The examination is designed to provide a consistent and precise determination of a candidate's overall performance and is not designed to provide complete information regarding a candidate's performance in each content area. Candidates should remember that areas with a larger number of items will affect the overall score more than areas with a fewer number of items. The precision and consistency of scores diminishes with fewer items, and therefore, sub-scaled scores should be interpreted with caution, especially those that correspond to content areas with very few items.

Candidates passing the exam will receive information relative to credential maintenance by email within a week of passing the examination.

An individual may appeal decisions regarding Commission policy/procedures (certification eligibility, certification maintenance, and recertification) by filing a written appeal. Appeals must be sent to CDR ([cdrapeals@eatright.org](mailto:cdrapeals@eatright.org)) within 30 calendar days after notification of an adverse decision and will be considered by the CDR Appeals Panel at its next scheduled meeting. A \$20.00 Appeal Review Fee will be required with every appeal submitted. Appeals submitted without the fee, will not be considered by the CDR Appeals Panel. A comprehensive copy of the appeals procedures can be found on the CDR website (<https://www.cdrnet.org/appeals>). Please note that examination specific appeals regarding the following will not be considered:

- The receipt of a failing score on a CDR examination.
- An examination or other measurement tool, or individual test items.
- A dispute about test content validity.

## Reauthorization

A candidate who fails the examination or whose eligibility has expired must reauthorize to test again. Reauthorization does not occur automatically. Candidates will be allowed to retest 46 days after taking the examination unsuccessfully.

Candidates who are required to pass the exam before their 45-day wait period, to retain employment, may request a one-time, 45-day waiver. To obtain a 45-day waiver, a candidate must email [cdrexams@eatright.org](mailto:cdrexams@eatright.org) a letter from their employer (written on company letterhead) which stipulates the individual needs to pass the exam before the 45-day wait period to retain employment. The 45-day wait period between exams is standard for professional examinations and is in place for the security of the item bank. Exam candidates will only be allowed to utilize a 45-day waiver once.

If a waiver is granted, candidates will be required to reschedule using a case number provided by Pearson VUE. Obtaining a 45-day waiver takes between 48-72 hours.

# RD & DTR Exam

## Frequently Asked Questions

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### Exam Format and Development

#### **1. How often are examinations administered?**

Examinations are administered year-round. Examinations are administered by appointment only at Pearson VUE Professional Test Centers. Test center availability varies by location and may be viewed by exam eligible candidates on Pearson VUE's scheduling system.

#### **2. Where are examinations administered?**

CDR's testing agency, Pearson VUE, has over two hundred fifty approved examination test centers nationwide, conveniently located in professional office spaces. A Pearson VUE Test Center Locator can be found on the CDR/Pearson VUE homepage ([www.pearsonvue.com/cdr](http://www.pearsonvue.com/cdr)) under the "Find a Test Center" header. Candidates are shown test appointment availability at the time of their exam registration. Center locations are subject to change.

#### **3. How often does the examination content outline (test specifications) change?**

The content outline changes every 5 years following the review of a dietetics practice analysis. The last analysis was conducted in 2020. The current content outline took effect January 1, 2022 (based on the 2020 practice analysis).

#### **4. How many questions are on the registration examination for dietitians?**

The multiple-choice examination is variable in length. Each examinee will be given, and must receive, a minimum of one hundred and twenty-five (125) questions: one hundred (100) scored questions and twenty-five (25) pretest questions in order for the examination to be scored. The maximum number of questions possible is one hundred and forty-five (145): one hundred and twenty (120) scored questions, and twenty-five (25) un-scored pretest questions. If less than 125 items are answered when the three (3) hour testing period has ended, the candidate will receive a failed score of 2, indicating inconclusive.

#### **5. How many questions are on the registration examination for dietetic technicians?**

The multiple-choice examination is variable in length. Each examinee will be given, and must receive, a minimum of one hundred and ten (110) questions; eighty (80) scored questions and thirty (30) pretest questions in order for the examination to be scored. The maximum number of questions possible is one hundred and thirty (130); one hundred scored questions and thirty (30) un-scored pretest questions.

#### **6. What is computer adaptive testing (CAT)?**

Computer adaptive testing (CAT) is a specific type of computer-based testing. An adaptive test is commonly shorter than a traditional paper-and-pencil test. CAT also results in more measurement efficiency as it administers questions that provide the most information about the examinee's competence. For more information, you can view CDR's video - Understanding CAT: <https://www.cdrnet.org/ProgramDirectors>.

# Exam Authorization and Fees

## **7.How long after candidates complete registration eligibility requirements (academic and supervised practice) will it take to be authorized to test?**

The entire process, from the time CDR receives the candidate eligibility information to the time the candidate receives the Pearson Authorization to Test email will be less than a week.

## **8.How much is the examination fee?**

The examination fee for dietitians is \$250 and \$160 for dietetic technicians.

## **9.Does the authorization to take the examination expire?**

Yes. Authorization to test expires after the test is taken or one year. If examinees take the test and are unsuccessful, they must reauthorize to test ([reps.cdrnet.org/reauth](https://reps.cdrnet.org/reauth)). It is important to note that while an authorization period may expire, the candidate is still exam eligible.

# Exam Experience

## **10.How much time do candidates have to complete the examination?**

Examination testing appointments are three and one-half (3.5) hours; three hours (3) hours to take the examination, twenty (20) minutes to complete an introductory tutorial, and ten (10) minutes to complete the post examination survey. The timer/clock will begin with question one of the examination.

Candidates will have three (3) hours to complete the examination once the timer/clock begins. The examinee will have the option to hide the clock during the examination. Examination candidates must respond to the minimum number of examination questions (125) in order for the exam to be scored. If the candidate does not respond to the minimum number of questions within the time allowed (3 hours), the examination will shut down and the exam will be scored as a failure, since it was inconclusive.

## **11.Are candidates given an opportunity to become familiar with the computer before beginning the test?**

Yes. Exam candidates can take a tutorial on the computer prior to beginning the actual examination. This tutorial includes detailed instructions on taking the computerized examination and provides an opportunity to respond to practice questions. In addition, prior to the exam appointment, there is a practice test available at [www.pearsonvue.com/CDR](http://www.pearsonvue.com/CDR) for candidates to download to experience the navigation of exams and use of the on-screen calculator.

## **12.Will a calculator be provided at the test center?**

Yes. An on-screen calculator is included in the exam and is the preferred calculator. A simple, handheld test center calculator can be issued to the candidate, upon request. Candidates are not permitted to bring their own calculator. The calculator (either version) should be examined and tested by the candidate prior to the beginning of the examination.

## **13.Are the test questions in multiple-choice format?**

Yes. Each question has four answer options.

## **14.Are the test questions numbered?**

Yes. The examination questions are numbered.

## **15.Are candidates allowed to change question responses, skip questions, or review question responses?**

No. Each question requires a response to continue the examination process. Once a candidate answers a question and continues to the next question, the candidate cannot review or change previous examination responses.

### **16. Why are there more pretest questions on the registration examination for dietetic technicians than the registration examination for dietitians?**

It is important that new questions be pre-tested for both examinations on a regular basis. The registration examination for dietetic technicians was only administered once per year until 1996 and coupled with a small examinee volume reduced the number of pretest questions administered each year. With computerized testing and year-round administration, CDR has been able to pretest more questions and increase the bank of questions.

## **Exam Scheduling and Test Center Procedure**

### **17. How should I report scheduling problems?**

Contact Pearson's Candidate Service Center at 888-874-7651, if there is a problem or difficulty experienced during the scheduling process.

### **18. How should I report onsite testing problems?**

If there is a problem or technical difficulty during testing, please notify the test center personnel/ proctor immediately. Candidates are responsible for following the instructions for notifying the proctor of a testing problem.

## **Accommodations**

### **19. Does CDR make special accommodations for examinees with disabilities?**

Yes. Reasonable accommodations for candidates with disabilities, provided appropriate medical documentation is submitted with the request for special testing accommodations, will be made. Refer to the Handbook for Candidates for specific documentation requirements. All evaluations will be done by Pearson staff who are knowledgeable about the Americans with Disabilities Act.

## **Exam Resources**

### **20. Are there any materials available to assist candidates in preparing to take the examination?**

CDR offers a range of exam resources to enhance your readiness. Here's what you can find at [www.cdrnet.org/study](http://www.cdrnet.org/study):

1. Comprehensive Study Outline: A detailed guide to help you organize and structure your study plan effectively.
2. Suggested Study References: Recommended materials to supplement your preparation and broaden your understanding of key concepts.
3. How to Study for an Exam Infographic: A visual guide to assist you in optimizing your study methods and techniques.
4. Practice Exam Questions, Answers and Rationales

CDR does not endorse any particular preparation program or offering but does encourage prospective credentialed practitioners to use a variety of resources that reflect their learning styles and needs. Purchasing a certification preparation product is NOT required and CDR does not guarantee that an individual will pass based on the purchase of a certification preparation product.

# Candidate Score Reports and Educator Exam Reports

## 21. When do examination candidates receive their score report?

Score reports are distributed to examinees as they leave the test center.

## 22. What information is included on the candidate score report?

The score report includes the candidate's scaled score and the scaled score required to pass the examination. In addition, the score report will also document the candidate's scaled sub-scores.

	<b>Sub-score Title</b>	<b>RD Exam</b>	<b>DTR Exam</b>
I	Food and Nutrition Sciences	Domains I and II	Domain I
II	Food Service Systems/ Management	Domains III and IV	Domains II and III

## 22. What is the minimum passing scaled score?

The minimum scaled score required to pass the examination is twenty-five on a scale of one to fifty.

## 23. If a candidate decides to stop the examination before responding to the minimum number of questions required to make a pass/fail decision, will the candidate's score be reported as a "fail?"

No. If a candidate chooses to stop the examination before answering or not responding to the minimum number of questions required to make a pass/fail decision, the examination will not be scored. The candidate will receive a form documenting their decision to quit the examination. The candidate must contact CDR to be reauthorized to test. No refunds will be provided.

## 24. Do dietetics education program directors receive institutional score reports?

Yes. Program directors receive institutional reports in February and August of each year. The institutional score report includes scaled scores for program graduates, percentile ranks, national mean scores, institutional examinee mean scores, and scaled sub-scores. Examination candidate names are only included if the candidate previously authorized release of scores with the candidate's name.

## Reauthorization

### 22. How soon can unsuccessful candidates retake the registration examination?

Following an unsuccessful examination attempt, candidates are allowed to retest after forty-five calendar days. They must reauthorize with CDR and pay the current examination fee. Candidates may reauthorize and reschedule before the forty-five day wait period is over, but the examination appointment itself needs to occur on or after day 46.

### 23. Under what conditions must the candidate reauthorize with CDR?

- When the candidate fails the examination;
- When the candidate's one-year authorization period ends;
- When the candidate fails to cancel the testing appointment within the specified timeline;

### 24. How often may candidates take the registration examination?

Once a candidate establishes eligibility to take the examination there is no limit on the number of times a candidate may take the examination, provided the candidate waits the required forty-five days between test dates. State licensure candidates must check with their state licensure board for any state specific requirements regarding retesting for licensure purposes only.