CERTIFIED OPTOMETRIC VISION THERAPIST
WRITTEN EXAMINATION GUIDELINES

The College of Optometrists in Vision Development is now providing Vision Therapist Candidates the option of taking their written examination at a testing site in their local community. This year, the exam must be taken during the week of January 18-22, 2021. The written examination must be conducted at an accredited educational institution (high school, community college, university), or testing facility (i.e: Sylvan Learning Center, City Library) by a qualified proctor. The proctor may not be a COVD member, an optometrist, vision therapist or a relative of the candidate. You have the option of selecting the site and arranging for the proctor. Any cost related to taking the test at a local educational institution or testing facility administered by a qualified proctor are your responsibility. These costs are not covered by your COVT examination fee paid to COVD.

Step 1: Select a Local Site

Contact your local educational institution or testing facility to determine if they can arrange for a qualified proctor to administer the written examination to you. The proctor may not be a COVD member, an optometrist or a relative of the candidate. You may select the time you wish to take the exam.

Step 2: Register for the Written Examination

Once a local site and proctor have been selected, complete the written examination registration form and email it to the COVD International office, cert@covd.org by December 21, 2020.

Please submit any requests for accommodation at the time of exam registration. Accommodation request forms can be accessed at www.covd.org/certification or by contacting the COVD International Office.

Step 3: Take the Written Examination

All testing materials and information will be sent directly to the examination proctor prior to the test date.

You will need to have a photo identification card for verification by the proctor.

You will not be allowed to bring any materials, notes, books, food, drink, calculators or computers into the examination room. Bring with you several #2 pencils for use in completing the examination score sheet.

The proctor will open the sealed envelope containing the examination in your presence and will provide instructions and answer any questions you may have about completing the answer sheet.
You will have up to 2 hours and 15 minutes to complete the 75 question exam.

**Step 4: Submit the Written Examination Answers**

At the conclusion of the examination, you and your proctor will make a copy of your answer sheet, which your proctor will hold until informed of receipt of your original materials, and place the test and the original answer sheet in another envelope for return to COVD. You will both complete a form stating that the envelope containing the examination was opened in your presence and re-sealed in your presence. This form will be returned with the test and answer sheet in the envelope provided. *Costs relating to returning the test and score sheet are your responsibility.*

**Step 5: COVD Notifies You of Results**

You will be notified in writing via email of the results of your written examination.

**Step 6: Register to Take the Oral Interview**

If you pass the written examination and have all OBQs complete, you are eligible to register to take the oral interview at the COVD Annual Meeting.

If you did not pass the written examination, please see Step 7.

**Step 7: Register to Re-take the Written Examination**

If you did not pass the written examination, you may take it again at the next exam administration.