

Taking the *Miller Analogies Test*

Applying to a Controlled Testing Center

Currently, more than 500 Controlled Testing Centers (CTCs) in the United States, Canada, and overseas administer the MAT. The locations and phone numbers of all the current CTCs are listed on the MAT website under “Find a MAT Testing Center.”

Each CTC determines its own testing fees and schedules. Be mindful of your admission deadlines when applying to take the MAT, and be sure to allow enough time for the schools you select to receive your scores.

Once you determine where you wish to take the MAT, contact that CTC directly for all pertinent testing information, including:

- Testing fees
- Testing schedules
- Application procedures
- Test administration procedures

The computer-based test (CBT) versions of the MAT allow candidates to receive a Preliminary Score Report. If you would like to take a MAT CBT, please select a CTC that offers this format.

If you are unable to reach a CTC at the number listed on the MAT website, contact directory assistance for the phone number of the institution where the CTC is located.

If you live more than 100 miles from a CTC, you may request to take the MAT at an Alternative Testing Site (see Requesting Optional Services).

Controlled Testing Center Guidelines and Procedures

Test Day Procedures

When you report to the CTC to take the MAT, you must abide by the following procedures:

- **Arrive on time**
Latecomers who arrive after testing begins will not be admitted.
- **Follow directions**
Listen carefully to all the instructions given by the Test Administrator and completely follow all the directions and regulations required by Pearson.
- **Provide your Social Security number (American) or Social Insurance number (Canadian)**
Failure to provide this number if you have one can delay the processing of your scores, can cause difficulties for institutions receiving your scores, and can also result in the incomplete reporting of previous test scores.

- **Sign your Answer Booklet**

An unsigned paper-and-pencil Answer Booklet will result in the invalidation of your scores. If you are taking a CBT version of the MAT, you will be required to check a “signature” box that serves the same purpose as signing your name.

- **Ask questions before the MAT begins**

You will not be allowed to ask questions after testing has begun.

Be aware that no one will be permitted to leave the testing room until the scheduled end of the test (except in the case of an approved special accommodation or medical or other emergency).

Necessary Materials

On the day of testing, you must have the following materials or you will not be able to take the MAT and your Test Fee will not be refunded.

Two Forms of Identification

You must present two valid (i.e., unexpired) forms of identification (ID). Your primary form of ID must contain both your photograph and your signature. The second form of ID is not required to have your photograph and signature.

Acceptable primary forms of ID (with photograph and signature) include:

- Driver’s license
- Government-issued identification card or passport

Acceptable secondary forms of ID (photograph and signature not required) include:

- Credit card
- Library card
- Utility bill with your name and address appearing exactly the same as on your primary form of ID

Any candidate providing false identification or misrepresenting his or her identity at any time will be dismissed from the testing room and have his or her MAT scores cancelled. Pearson may consider further legal action in such cases.

Also, be aware that admittance to the CTC does *not* guarantee the acceptability of your forms of identification or that your MAT scores will be processed. All reported cases of questionable identification are subject to review and approval by Pearson.

Pearson strongly recommends that you bring several forms of ID with you, in case a Test Administrator questions one of them.

Other Necessary Materials

- **Retest Admission Ticket**

Only if retaking a paper-and-pencil version of the MAT (see Retaking the MAT)

- **Two No. 2 pencils**

Also called HB pencils, your paper-and-pencil test score will be voided if you use any other writing instrument.

- **Recipient School Addresses**

You may bring a piece of paper that has the addresses of any schools you wish to receive Official Transcripts if you believe they are not listed in the MAT School Codes.

The CTC staff will need to inspect any paper you bring into the testing room so be sure to inform them prior to taking the test, otherwise your scores may be invalidated. A Proctor will collect your piece of paper with recipient school addresses once you have completed the demographics section of the Answer Booklet.

Disallowed Materials

While taking the MAT, you are not allowed to have anything with you during testing except the testing materials and No. 2 (HB) pencils if you are taking the paper-and-pencil version of the test. *If you are found to have violated this policy in any way, your MAT scores will be cancelled.*

You may not have any reference materials or electronic devices with you while taking the MAT, including:

- Books (reference or otherwise)
- Papers and/or notes
- Rulers
- Any electronic devices, including:
 - Calculators (including watch calculators)
 - Cameras
 - Cell phones
 - Headphones
 - Pagers
 - PDAs
 - Recording devices

Also, you are not allowed to have the following items in the testing room while taking the MAT:

- Any writing instruments that are not No. 2 (HB) pencils
- Any food or beverages
- A hat with a bill or brim

If you need to wear such a hat for religious or medical reasons, you must submit an Accommodations Request Form (see Accommodations for Candidates With Disabilities).

Neither Pearson, its affiliated companies, agents, contractors, nor the CTCs assume responsibility for the theft, loss, or damage to any prohibited electronic device or other personal property brought into the exam room.

Testing Room Guidelines

Visitors are not allowed in the testing room and talking is not allowed during testing. Any candidate who gives or receives assistance during the test will be required to turn in all test materials immediately and to leave the testing room.

Candidates are prohibited from writing in the Test Booklet or from removing any test materials from the testing room.

Pearson reserves the right to cancel any MAT test score if an irregularity occurs that results in a faulty test administration, such as a disruption, cheating, or compromise of the time limits established for the test.

Pearson also reserves the right to take any action necessary for a candidate's failure to comply with the test administration regulations or with a Test Administrator's directions, including (but not limited to) canceling your MAT scores and/or barring you from future testing. If your MAT scores are cancelled because of your failure to comply with Pearson's testing policies, your scores will not be reported and your fees will not be refunded (see Score Cancellations).

Raising Concerns

If you have any concerns or questions about the manner in which the CTC, its Administrators, or its Proctors administered the exam, please email Pearson (see Customer Relations). Your correspondence should include a thorough description of any incident, including the date, type of incident, names of individuals involved, and your contact information so Pearson may follow-up with you if needed. Any email *must be received no later than 14 days following the test date*. Please allow three to four weeks from the receipt of your email for a response.

Retaking the MAT

After taking the MAT, all candidates receive by mail a personal Score Report with MAT scores and a list of the recipient schools indicated at the time the test was taken; a Transcript Request form for requesting additional Official Transcripts; and a Retest Admission Ticket for Paper-and-Pencil Versions of the MAT (see Figure 1) that you must use to gain admittance to retake a paper-and-pencil version of the test.

The Retest Admission Ticket is sent to everyone, including candidates who only took the MAT CBT. *However, only candidates who wish to retake a paper-and-pencil version of the MAT will need the Retest Admission Ticket.* All candidates who retake the MAT, in either paper-and-pencil or CBT format, will need to pay the appropriate test fees.


PEARSON Pearson 19500 Bulverde Road San Antonio, Texas 78259	RETEST ADMISSION TICKET FOR PAPER-AND-PENCIL VERSION OF THE MILLER ANALOGIES TEST	 MAT™ MILLER ANALOGIES TEST
800123456789	You must present this Admission Ticket and positive identification (see Candidate Information Booklet) to retake the paper-and-pencil version of the Miller Analogies Test. You will not be permitted to retake the paper-and-pencil version of the MAT without presenting this ticket. If you lose this ticket, you must submit a request in writing for a replacement ticket. Send your request and the appropriate fee in the form of a money order (no personal checks, fees listed on www.milleranalogies.com) to the following address:	
FIRST M. LAST 1234 STREET CITY, ST 12345	Pearson Miller Analogies Test P.O. Box 7247-6707 Philadelphia, PA 19170-6707	09-04-800-18

Figure 1 Sample Retest Admission Ticket

Test Administrators use the information presented on a Retest Admission Ticket to assign the correct MAT paper-and-pencil test forms. If an examinee is administered the same paper-and-pencil form more than once in a 12-month period, his or her retest scores will be cancelled and the Test Fee will not be refunded (see Score Cancellations).

If you lose your Retest Admission Ticket and want to take another pencil-and-paper version of the MAT, you must write to Pearson to request a replacement (see Optional Fees).

Whether taking the paper-and-pencil or the CBT version of the MAT, you must bring the requisite two forms of ID (see Controlled Testing Center Guidelines and Procedures). If taking the paper-and-pencil version, the name on the two forms of ID must be exactly the same as the name printed on your Retest Admission Ticket. Any discrepancies will result in you not being admitted to the exam.

If your name has changed (such as from a marriage or divorce) since you last took the MAT, and the name on your current ID does not match the name on the Retest Admission Ticket, please contact PSE Customer Relations or go to www.MillerAnalogies.com under “FAQs” for more information.