

Taking the *Miller Analogies Test*

Registering at a Controlled Testing Center

Currently, more than 500 Controlled Testing Centers (CTCs) in the United States, Canada, and overseas administer the MAT. For a list of the locations and phone numbers of all the current CTCs, refer to the [MAT Testing Centers](#) document available on the MAT website.

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 (see “Score Reporting”).

It is your responsibility to completely and accurately provide all the required information when you register for the MAT. After you determine where you wish to take the MAT, contact that CTC directly for all pertinent testing information, including:

- Testing fees
- Testing schedules
- Registration procedures
- Test administration procedures

All versions of the MAT are in a computer-based test format, which enables you to receive a Preliminary Score Report (if you choose to have it scored; see “The No Score Option”) immediately upon completing the test.



TAKING THE MILLER ANALOGIES TEST

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**
If you arrive after testing begins, you 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 (U.S.) or Social Insurance number (Canadian) if you have one**
Failure to provide this number (if you have one) can delay the processing of your scores, cause difficulties for institutions receiving your scores, and result in the incomplete reporting of previous test scores.
- **Provide your signature**
Before taking 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 are not allowed to ask questions after testing begins.

Be aware that you will not be permitted to leave the testing room until the scheduled end of the test (except in the case of an approved special accommodation, medical situation, or emergency).

Testing Room Guidelines

Visitors are not allowed in the testing room and talking is not allowed during testing. Also, if you give or receive assistance during the test, you will be required to immediately leave 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 limit established for the test.

Pearson also reserves the right to take any action necessary if you fail 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 canceled 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").



TAKING THE MILLER ANALOGIES TEST

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 original (no photo/digital copies) valid (unexpired) forms of identification (ID). Your primary form of ID must be government-issued with name, photo, and signature. Your secondary ID must include your name, but your photo and signature are not required.

Acceptable primary forms of valid, government-issued, unexpired primary IDs with photograph and signature include:

- Passport
- Driver's license
- Military ID
- Government-issued identification card
- Alien registration card
- Canadian Health Care Card

Acceptable forms of valid, unexpired secondary IDs include:

- Major credit/debit card (e.g., American Express, MasterCard, Visa) with or without a photograph
- Library card
- Student ID
- Utility bill (with your first and last names and address appearing exactly the same as on your primary form of ID)
- Any government-issued ID without a visible signature, or with an embedded signature, if the name matches the name and signature on the primary ID

If you provide false identification or misrepresent your identity at any time, you will be dismissed from the testing room and your MAT scores will be canceled. 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.



TAKING THE MILLER ANALOGIES TEST

Prohibited Items Policy

While taking the MAT, you are not allowed to have anything with you during testing. **If you are found to have violated this policy in any way, your MAT scores will be canceled.**

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

- Books
- Papers
- Notes
- Rulers
- Highlighters
- Earplugs
- Any electronic devices, including, but not limited to:
 - Cell phones
 - Cameras
 - Recording devices
 - Headphones
 - Watches
 - Calculators (including watch calculators)

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

- Food/snacks
- Beverages
- Any writing instruments other than pencils to use with scratch paper (scratch paper will be provided.)
- Purses, backpacks, briefcases, etc.
- Any hat with a bill or brim unless it is worn for a religious or medical reason that has been pre-approved by Pearson
- Any article of clothing, jewelry, or accessory containing any information (whether as a design or otherwise) that may be reasonably related to the assessment

All electronic devices **MUST** be turned off while in the CTC. If your cell phone rings or makes any noise while in the CTC, your test will be invalidated, and your testing fees will not be refunded.

IF YOU ARE FOUND TO HAVE VIOLATED THE PROHIBITED ITEMS POLICY IN ANY WAY, YOUR MAT SCORES WILL BE INVALIDATED AND NO REFUNDS WILL BE ISSUED.



TAKING THE MILLER ANALOGIES TEST

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 testing site or left in your car.

Specifying Score Recipients

Three Official Transcripts are included in your Test Fee, but the school recipients must be designated at the time of testing. These transcripts are mailed directly to the schools you specify when you take the MAT. Please note that you are not required to designate any score recipients when you take the MAT; however, there is a Transcript Fee for Official Transcript requests made *after* taking the MAT.

If you plan to have your scores sent to an institution other than a North American postgraduate institution or have reason to believe that your institution may not be included in the list of codes, you can check whether a school has an assigned code by going to the list of [MAT Score Recipient Codes](#) on the MAT website. Make sure you have the complete mailing address and department of your score recipient (often found on your graduate school application) with you on a piece of paper when you report to take the MAT. You will be able to specify the mailing information for this institution on the day of testing. An incomplete address will cause your request to be deleted.

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 after you have completed the demographics section.

It is recommended that you keep a record of the institutions you choose in case there is a problem in the mailing or handling of your request (see [“Fees and Optional Services”](#) in this booklet or on the MAT website).

You will need to pay an additional Transcript Fee:

- If you want Official Transcripts sent to additional score recipients at a later time after you have taken the MAT
- If you indicate a school code incorrectly at the time of the test and you want an Official Transcript sent to the correct score recipient

Under no circumstances will you be able to delete a recipient school code indicated at the time of testing after the demographics section is complete and the examination has begun.

For more information about requesting additional Official Transcripts and the Transcript Fee, see [“Fees and Optional Services”](#) in this booklet or on the MAT website.



TAKING THE MILLER ANALOGIES TEST

The No Score Option

Should you decide while taking the MAT that you do not want the score you earn reported to anyone, you will be able to request that your test not be scored by clicking the “Do Not Process This Score” button at the end of the test.

If you choose the No Score Option, you will not receive a Preliminary Score Report and your score will not be reported to any score recipients. You will be sent a blank Official Score Report.

The choice whether to score your exam is irrevocable, and the fees you paid will not be refunded. Any later request to alter your choice whether to score your test will not be honored.

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 “MAT Customer Relations” in this booklet or “[Contact Information](#)” on the MAT website). 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.