



BULLETIN OF INFORMATION

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This Bulletin of Information (BOI) is the official policy and procedure guide to the NMAT. This will guide you in preparing to take the test and provide you the necessary information for a smooth registration and a comfortable testing experience. *Contents of this Bulletin may be subject to change without prior notice.*

# PART 1. ABOUT NMAT

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The National Medical Admission Test (NMAT) is a standardized test designed to upgrade the selection of applicants seeking admission to Philippine medical schools. It evolved from a widespread concern to screen qualified candidates aspiring for a medical degree. It intends to improve the quality of medical education in the country and envisions to elevate the medical profession to a level of competence through a careful evaluation of student potentials for future medical studies.

Pursuant to the Medical Act of 1959, the Board of Medical Education (BME), under DECS Order No. 52 series 1985 and in consultation with the Association of Philippine Medical Colleges Foundation, Inc. (APMC), required the NMAT as a prerequisite for admission in all medical schools nationwide beginning school year 1986 – 1987.

The Center for Educational Measurement, Inc. (CEM) has been authorized to manage the affairs and activities related to the operation of the NMAT since the first administration of the test in December 1985. With CEM's experience as an educational testing agency, it was commissioned to develop the NMAT, ensure the reliability and validity of the test, and uphold the confidentiality of results and integrity of its administration.

There are two test administrations in a school year in the Philippines. The first test schedule is usually towards the middle of the school year (September or October) while the second test schedule is around the end of the school year (March or April). The NMAT is also administered in the United State of America once a year and it is usually scheduled during October.

## *Brief Description of the Test*

The NMAT is a two-part test: Part 1 consists of tests of mental ability and Part 2 are tests of academic proficiency. The four subtests that compose Part 1 measure aptitudes that were found to have significant correlations with academic performance of medical students, while the four subtests that compose Part 2 measure subject proficiency in areas which are part of the academic background required of applicants to the medical course.

The subtests in Part 1 are as follows:

**VERBAL.** This subtest consists of two item types, namely, word analogies and reading comprehension, which measure verbal reasoning, inferential, and analytical abilities. Items in reading comprehension are based on the content of portions of published materials covering a wide range of topics, e.g., social, scientific, medical, philosophical, literary.

**INDUCTIVE REASONING.** This subtest consists of number, letter, and figural series and figure grouping items. These items measure induction, a reasoning that occurs in the absence of complete information. Specifically, in the test, it is the ability to perceive relationships among stimuli and draw a logical conclusion or infer a general rule.

**QUANTITATIVE.** This subtest consists of three item types, namely, fundamental operations (or direct computation), problem solving, and data interpretation. These items are intended to measure general reasoning, or the ability to organize and apply knowledge of basic mathematics and reasoning to find solutions for them.

**PERCEPTUAL ACUITY.** This subtest consists of three item types, namely, hidden figure, mirror image, and identical information. These are essentially visual recognition tasks that are complicated by distractions. Finding solutions to these items involve accuracy by focusing on relevant details, analyzing relationships, and visualization.

Table 1. Overview of the NMAT

Subtest	Content Area / Item Type	No. of Items	Recommended Time Allotment
<b>Part 1</b>			
Verbal	Analogies Reading Comprehension	40	40 minutes
Inductive Reasoning	Figure Series Figure Grouping Number and Letter Series	40	50 minutes
Quantitative	Fundamental Operation Problem Solving Data Interpretation	40	50 minutes
Perceptual Acuity	Hidden Figure Mirror Image Identical Information	40	40 minutes
<i>Time Limit*</i>			3 hours
BREAK			
<b>Part 2</b>			
Biology	Unity and Diversity of Life Cells and Cellular Processes Genetics The World of Plants and Animals Development Life Processes: Regulation and Homeostasis Organisms and Their Environment	50	35 minutes
Physics	Mechanics Thermodynamics Vibrations, Waves, and Optics Electricity and Magnetism Modern Physics	50	40 minutes
Social Science	Sociology and Anthropology Psychology	50	35 minutes
Chemistry	General Chemistry Analytical Chemistry Organic Chemistry Biochemistry	50	40 minutes
<i>Time Limit*</i>			2 ½ hours

\* Time limit starts when the signal to begin the test is given. It does not include time spent on preliminary activities, giving directions, and distribution of materials.

The four subtests that compose Part 2 are **BIOLOGY, PHYSICS, SOCIAL SCIENCE, and CHEMISTRY**. Social Science includes items in psychology, sociology, and anthropology. The items in the four subtests are limited to concepts that are common and basic to the curricula of college introductory courses, particularly the degree programs considered as premedical courses. On the whole, these four subtests measure complex mental abilities because answering the items requires the use of the different cognitive skills—understanding, applying, analyzing, evaluating, and synthesizing.

## *Preparing for the Test*

You, the prospective examinee, must familiarize yourself with the look and feel of the NMAT in advance. It will minimize your anxiety and help you be better prepared for the actual testing experience.

## **Understanding the NMAT**

Test taking will be greatly improved with the use of a practice set that, more or less, reflects the content and test length of the NMAT and the skills that the test measures. The practice test will help you know what each particular subtest is about, and what it measures by analyzing the information, concepts, and principles involved in the items.

The brief description of the NMAT in the previous section gives you an idea of the relative difficulty of the subtests. Part 1 requires more of innate abilities. The items in any of the four subtests of Part 1 primarily measure aptitude. Basic concepts or principles can be found in the items presented. In Part 2, the items in any of the four subtests, with the exception of some recall items, require the use of complex abilities such as application and analysis. This is where Part 2 will require references and note taking. For example, in the practice test, a problem in physics that requires the use of a formula will need your ability to recall the formula and apply it. It is, therefore, good practice to note down your analysis of the problem. A formula has a number of variables, and it is likely to appear in similar problems involving the other variables.

## **Management of Study Time**

There are about two to four months between the registration for the NMAT and the administration of the test, depending on when you take the test—regular or back up. Apportion your time wisely so that you can cover all the areas included in Part 2. Your practice can be a good indicator of your weak areas. Early in your preparation to take the NMAT, you should try to answer all the questions in your practice set. The practice set has exactly the same directions as the actual test. You should become familiar with the specific directions before you take the test. This will make it possible for you to spend less time reading instructions and more time answering questions on the actual test.

Upon answering the practice set, tick off or note all the items where you have difficulty understanding and getting the correct answers. Then reread your notes or reference books and analyze why your answers differ from the correct answer. Do your review systematically so you proceed by sections. After you have finished reviewing your weak areas, you should now be ready to take the NMAT.

To prepare yourself to take the test under time pressure, take your practice set and simulate the actual test time which is 3 hours for Part 1 and 2 ½ hours for Part 2.

After answering the test under time pressure, score your test against the Answer Key. If you get 75% of the items correctly, you are in good shape and ready to take the NMAT. Lower than 75% correct answers will mean the need to improve your base information level on the various subtests and to sharpen your application and/or analytical skills.

**CAUTION:** The Practice Set is meant to guide you in your review and to provide you with an opportunity to simulate the NMAT testing procedure. Do not memorize the test questions and the answers in the answer key. The NMAT you will take will not include the same questions you see in the Practice Set.

**The CEM is NOT affiliated with, and does NOT endorse enrollment to any professional review school or any medical school in the Philippines. Please immediately inform the CEM management of incidents involving any institution and/or person(s) particularly those previously or currently connected with CEM as officers and employees, as local or foreign field representatives and coordinators for the NMAT and other CEM tests, making pronouncement or claims contrary to the above. You may e-mail the NMAT Secretariat at [nmat@cem-inc.org.ph](mailto:nmat@cem-inc.org.ph).**

## *Test Scores*

Each NMAT form administered measures the same basic skills and concepts but uses different questions. Because of this, there is a potential for a form to be either easier or slightly more difficult than another. Hence, an examinee's raw scores are converted to a scale that takes into consideration the level of difficulty of the test questions on a given form. This conversion makes possible the comparison of reported scores across test forms.

The NMAT yields the following set of scores: (1) Part 1 subtest scores and a composite score called APT, (2) Part 2 subtest scores and a composite score called SA, and (3) a full composite score derived from the eight subtests called the General Performance Score (GPS).

The score on each of the eight subtests is expressed as a standard score (SS). The SS has a range of 200 – 800. The test results of examinees are compared to those of the norm group which has mean scores of 500 and standard deviation of 100.

The NMAT GPS is reported with a corresponding percentile rank (PR) that ranges from 1- to 99+, with a midpoint of 50. The PR indicates the percentage of NMAT examinees who have NMAT scores the same as or lower than the examinee.

The PR will be evaluated by the medical school against the PR cutoff prescribed by the Commission on Higher Education (CHED) or by the school itself. This PR cutoff is the minimum score that qualifies an examinee as a bonafide applicant for admission into his/her preferred medical school.

The scores are official and are guaranteed free of discrepancies. The CEM does not entertain rechecking of NMAT answer sheets.

Your obtained NMAT scores at any given examination year are considered sufficient and valid as basis for evaluating your application for admission to a college of medicine. You are encouraged to do well in the test and obtain your best scores to increase your chances of being accepted in the best medical schools in the Philippines.

## *Release of Score Reports*

The test scores are reported through the Examinee Report (electronic and printed copy) and the Masterlist of Test Results (MTR).

### **Release of Test Results: Electronic Copy**

An electronic copy of your test results is available after **twenty (20) CEM business days** from the test date. You may click on the link for Test Results under the Online Options on the CEM website to check status, view and/or download a copy. The electronic copy is NOT valid for admission purposes. It is only meant to help you understand your scores so you can decide to which Philippine medical schools to apply and whether or not you will retake the test. The electronic copy will NOT be sent to medical schools.

### **Release of Test Results: Examinee Report Forms**

Your NMAT score will be printed on the Examinee Report Form (ERF). The original copy of the ERF will be mailed to the mailing address indicated on your NMAT ID Form.

Independent courier service providers are contracted to transmit the ERFs. Delivery time may take more days for bulk mailing or approximately 4-7 days for NCR and 7-14 days in the provinces. **CEM is not responsible for any claims for damages due to delayed delivery of your ERF for any reason.** If you have not received your ERF two (2) weeks after the scheduled release, you may contact the NMAT Secretariat.

As a general rule, the following are the authorized recipients during delivery of NMAT ERF.

#### For Residential Delivery

1. Examinee (or ultimate consignee)
2. Any Relative/ House Mate / House Helper residing on consignee's registered mailing address
3. Security Guard/Receptionist on-duty at any condominium or compound address

#### For Office Delivery

1. Examinee (or ultimate consignee)
2. Security Guard-on-duty, Receptionist, Office Assistant, Office mates

*(Note: Security Guards in some condominiums, subdivisions, and compounds do not accept parcels without the consignee's valid ID and/or authorization. Please know your security/gatekeepers' rules and regulations and coordinate accordingly.)*

You will be notified by email and SMS that your NMAT ERF is underway. Special instruction will also be given to mailing categories that are for pick-up only from nearest courier outlets (out-of-serviceable areas, critical areas, etc.). **You must keep your email and mobile phone number current to ensure the timely delivery of your test result.** After two failed delivery attempts, your document will be forwarded back to CEM. This takes about 2 to 6 weeks. To pick up your Return-to-Sender envelope, you must present a valid ID. If a representative will pick up your RTS envelope, the following documents should be presented: 1) Your signed authorization letter, 2) Photocopy of your valid ID, and 3) Valid ID of your representative. Any request to disclose an individual's scores, over the phone or via e-mail, will NOT be entertained.

## Request for Extra Copy of your Examinee Report Form (ERF)

To request extra copies of your test result, please follow this procedure:

1. Download the *Request for NMAT ERF Copy* from the website.
2. Accomplish the form. All fields are required.
3. Make a deposit to the nearest Bank of Philippine Island (BPI) under the Center for Educational Measurement Current Account **1885-1133-34** (P50.00 pesos per copy and an additional P80.00 pesos for courier service). The bank may charge a minimal transaction service fee.
4. Email the *Request for NMAT ERF Copy* and *BPI deposit slip* (proof of payment) to **nmatcopy@cem-inc.org.ph** with subject header "Request for NMAT ERF Copy".
5. The NMAT Secretariat will initiate the printing of reports after the request form and proof of payment have been received.

**For pick-up:** Please call the NMAT Secretariat after two (2) days to confirm schedule of pick-up of your test results in the CEM-Cityland office. Bring two valid IDs (one ID will be deposited to the building security) and original deposit slip for issuance of official receipt. If thru a representative, the following documents are required: authorization letter issued by you, a photocopy of your valid ID, two (2) valid IDs of the representative, and the deposit slip for issuance of official receipt.

**For mailing/shipping:** Please allow 5-10 working days, depending on the destination address, for the shipment of your package.

*Please note that the NMAT Secretariat will not process any duplicate copy requests at least 2 weeks before and after scheduled test administration in order to prioritize pretest and posttest preparations.*

## Distribution of Masterlist of Test Scores

To safeguard the authenticity of the results, your score will also appear on the masterlist of test scores which will be sent to all Philippine medical schools, Commission on Higher Education (CHED), Higher Education Regional Offices (HERO), and the office of the Association of Philippine Medical Colleges Foundation, Inc. (APMC). These offices must refer only to the masterlist for official scores.



## PART 2. ONLINE REGISTRATION

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### *Eligibility*

You must be a GRADUATE or a GRADUATING STUDENT of any college (bachelors) degree course at the time of testing. If you are currently enrolled in the UP College of Medicine Integrated Liberal Arts and Medicine (INTARMED) program, you must take the NMAT on your second year in the program.

### *Requirements*

Before you register online, make sure that you have the following:

1. Valid and current **School ID or Government-issued ID (or valid passport** for applicants from foreign countries)
2. Valid and working **Email Account**. Important notifications will be sent to your email address such as identification forms, examination pass, mailing alerts, and other advisories.
3. An **Unretouched Digital Photo with White Background** that meets the following requirements:
  - The photo must have been taken within the last six months
  - The photo must be clear, so that there can be no doubt about your identity
  - Only your face and shoulder should be included in the photo (similar to a passport photo)
  - The digital photo must NOT be a scanned photo of any existing valid ID
  - The digital photo must match your appearance on the day of the test (e.g., with or without beard)
  - Must be 2" x 2", colored, with white background
  - The image pixel dimensions must be in a square aspect ratio (i.e., the height must be equal to the width). Minimum acceptable dimensions are 600 x 600 pixels.
  - The file size must be less than or equal to 2 MB
  - Must be in JPG or PNG file format

Your digital photo will appear on your NMAT forms and Examinee Report Form so make sure you adhere to the above photo specifications. You will be notified by email if your digital file photo is corrupted or the quality of your digital photo is not acceptable. Failure to comply may lead to delays and inconveniences.

### *Procedure*

**IMPORTANT:** *Information entered will only be saved upon completion of the registration process. In case you fail to complete registration, it will be cancelled and you will lose all previously entered information. To register again, simply log in to your account and provide all required information to finish the process. It is your responsibility to ensure that your registration has been completed.*

1. Check the strength and speed of your internet connection before you start your online registration. The NMAT website works better when you use the *Google Chrome Browser*.
2. Accomplish the registration form online. Fill out ALL required fields in the form. **Make sure that you enter your name as it appears on your valid ID.** It is your responsibility to make sure all biographical information in your NMAT account is correct, accurate, and consistent. Your failure to provide accurate

and consistent information could result in errors and processing delays. In some cases, your test result might be put on hold until the matter is resolved. You might also be asked to provide documentation to support the biographical data change (e.g., birth certificate, affidavit).

3. Enter your complete Mailing Address (indicate house number, street name, barangay, name of town and city, and zip code). If you will take the NMAT in the Philippines, please enter a local address or a Philippine Post Office box number. If you will take the NMAT in the United States, please enter either your US or Philippine mailing address.
4. Proceed with accomplishing the Student Information Questionnaire (SIQ).
5. Choose your preferred mode of payment — either by credit card or by over-the-counter bank payment. Applicants who register from abroad and will take the test in the Philippines or in the US, can only pay through credit card.
6. Check your e-mail account — **inbox and spam mailbox** — for your NMAT Identification (ID) Form and a confirmation of your payment if you paid by credit card. Download and print a copy of your NMAT ID Form. You will need to submit it on the test day.
7. If you need to change some or all the information on your NMAT account, follow the instructions below:
  - a) Click the Edit Registration link under the Online Options on the NMAT website and proceed accordingly.
  - b) If changes have been made successfully, you will receive a new NMAT Identification Form on your email. Discard the old form immediately.

**Note: The change can only be done during the registration period.**

## *Disclosure of Personal Information*

Personal information is collected during registration process. You will be asked to consider submitting personal information and your NMAT score for some medical schools' recruitment program. The option to participate in medical school's recruitment program is only available during registration. You will be asked to accept or decline this offer.

## *Registration and Test Fees*

You will need to pay the total amount of Php1,900.00 for the registration and test fees. The registration fee of Php500.00 covers the development, updating, maintaining, and deployment of the online registration system, including downloadable test forms and practice sets. The test fee of Php1,400.00 covers the costs of test development, processing the application form, test administration, processing and scoring of answer sheets, and the printing and delivery of test results.

For NMAT-USA applicants, the total amount to pay is USD380.00 (registration fee of USD30.00 and test fee of USD350.00).

The NMAT payment is valid only for the test date indicated in the registration. If you plan to take the NMAT again or take the test at a later schedule, you have to file another application and pay. **Do NOT use your old NMAT application number and old bank reference number.**

## Payment Procedure

**IMPORTANT:** Over-the-counter bank deposit and payment via credit card are the only official modes of payment recognized by the registration system. **Do NOT pay via online fund transfer, mobile fund transfers or ATM deposit. These transactions are NOT traceable to your NMAT application.** Registration with unpaid status will not be given room assignment.

The deadline of payment is strictly observed. You are not fully registered if you have NOT paid the applicable fees even if you have already downloaded, printed, and accomplished your NMAT Identification Form.

There are two (2) modes of payment:

### 1. Over-The-Counter Bank Deposit

Bring your NMAT ID Form to the nearest Bank of the Philippine Islands (BPI) *or* Banco de Oro (BDO) and fill-up the deposit/transaction slip. Only full cash payment is acceptable. The bank may collect an additional service charge. Keep the client's copy of the deposit slip for reference or verification purposes.

#### Bank of the Philippine Islands (BPI)

Account Name/Merchant's Name .....	<b>Center for Educational Measurement, Inc. (CEM)</b>
CEM's <b>BPI</b> Current Account Number .....	<b>1881-0450-24</b>
Policy/Plan/Reference No. ....	<i>(Bank Reference Number indicated on the top left portion of your NMAT Identification Form)</i>
Policy/Planholder's Name .....	<i>(Your full name as written on your NMAT ID Form)</i>

#### Banco de Oro (BDO)

Account Name/Merchant's Name .....	<b>Center for Educational Measurement, Inc. (CEM)</b>
CEM's <b>BDO</b> Savings Account Number .....	<b>0048-8008-5327</b>
Policy/Plan/Reference No. ....	<i>(Bank Reference Number indicated on the top left portion of your NMAT Identification Form)</i>
Policy/Planholder's Name .....	<i>(Your full name as written on your NMAT ID Form)</i>

Before leaving the bank, ensure that the validations on the deposit or transaction slip matches your name and bank reference number as they appear on your NMAT ID Form.

### 2. Credit Card

If you choose to pay by credit card, you will be directed to the website of the bank's secured credit card payment and will be instructed accordingly until payment is successful. You can then view your application status and download the NMAT Practice Set.

**All foreign applicants and those applying from abroad and taking the test here in the Philippines can only pay through credit card.**

## Confirmation of Payment

1. Credit card payments are automatically confirmed by email once payment is successful.
2. If you pay through over-the-counter bank deposit, you shall receive payment confirmation email in your inbox (or spam mailbox) after three (3) business days. Your official receipt will be given on test day.

Disclaimer: Review centers or any other agencies are NOT authorized to collect or accept any NMAT testing fee from NMAT applicants. Any untoward incident arising from your dealings with them is solely your responsibility.

## Examination Permit

You should access your NMAT account a week *before* the test date or earlier. Click on the link for Room Assignment to know your test site and room assignment. **Download and print your NMAT Examination Permit.** If your NMAT Examination Permit or your room assignment is not yet available, call the NMAT Secretariat immediately.

## *Refund of Test Fees*

The Registration Fee is non-refundable. You are entitled to a ninety percent (90%) refund of your Test Fee only if you submit or e-mail a letter requesting for a refund of Test Fee within the registration period. No refund shall be made after the registration period. Refund is in the form of a check and it will be processed only *at least thirty (30) working days after the scheduled test administration* to prioritize pretest and posttest preparations. You may call (632) 813-3694 or 95 local 104 to inquire on the availability of your check. The check is valid within six (6) months from the date of issue. Failure to claim the check within such period shall negate your entitlement to a refund.

Failure to take or complete the test on the scheduled test date under any circumstances totally forfeits your NMAT Registration and Testing Fees.

## *Cancellation of Test*

In case the NMAT cannot be administered on the date announced because of fortuitous events, a postponement will be necessary and the new schedule will be announced a week later.

## PART 3. TEST DAY INSTRUCTIONS

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Knowing in advance what to expect at the test site helps you to be more confident and comfortable on test day.

### *What to Bring*

Bring the following documents when you report at the test site:

For graduating students and second year students of the UP INTARMED program:

- NMAT Identification Form duly signed by the School Head
- Valid ID (e.g., current School ID, Government-issued IDs, and Passport)
- Examination Permit

For college graduates:

- NMAT Identification Form
- Valid ID (e.g., current School ID, Government-issued IDs, and Passport)
- Photocopy of Transcript of Records
- Examination Permit

Other materials needed:

- Three or Four sharpened No. 2 or HB pencils with good erasers
- Transparent plastic envelope or transparent bag for personal valuables and other allowable items

Your valid ID will be verified at the test site. The photo on your ID must be recognizable as you. ID verification may include signature comparison and photographing to ensure that you are who you say you are.

### *What to Wear*

Wear proper dress code (smart casual) and in a manner that enables you to adapt to any room temperature. You may find the testing room colder or warmer than you expected as energy-saving practices vary widely among testing sites.

### *What to Expect*

There are pre-administration and post administration security procedures. This will extend your stay in the testing room for around fifteen (15) minutes after the time limit for each part of the test has been called. Thus, you may be dismissed from the testing room at around 11:15 AM for the Part 1 test and at around 3:45 PM for the Part 2 test.

Friends or relatives who accompany you to the test site will NOT be permitted to be in contact with you while you are taking the test.

## *General Instructions*

1. Report to the Test Site at 6:30 AM or earlier. Test sites have different admission security protocols. Only applicants who are properly registered will be admitted at the test site. Wait for instruction to enter the testing room.
2. Attend to your personal needs before the start of the examination. No one will be allowed to go out of the testing room at the start of pre-administration instructions. If you must use the restroom during the test, raise your hand, and wait for permission to leave the room. Close your test booklet and put your test materials face down on the armchair. You will not be given extra time for time lost during your absence in the restroom. Only one person at a time is permitted to leave the testing room and **WILL** be accompanied by a proctor. Examinees who are allowed to use the restroom must go directly to the restroom and must return to the testing room without visiting any other area of the test center. No one may leave the vicinity of the test center, including exiting the building.
3. You will be required to place your transparent envelope/bag containing all personal things in a designated area assigned by the Examiner.
4. The following items are permitted on top of your armchair: NMAT ID Form and NMAT Examination Permit (prior to being collected), valid ID, pencils, erasers, sharpener and analog wristwatch.
5. You will be assigned a seat and must occupy the same seat for the duration of the test.
6. No one is allowed to leave the room earlier than the rest.
7. Always put your answer sheet on top of the desk/armchair when taking the test.
8. The Examiner will keep the official time. You may not start the test until instructed to do so. You must put down your pencil immediately when instructed to do so.
9. Cheating in any manner or form, will automatically invalidate the test results. If you are caught cheating, you will be dismissed from the testing room. Your answer sheet will NOT be processed and your test fee will be totally forfeited. You will be disqualified to take another NMAT.
10. NMAT consists of two parts – Part 1 is given in the morning and Part 2 in the afternoon. You must sit for both parts of the test. If you will not or cannot sit for Part 2, you must inform the examiner in your room and accomplish a waiver wherein you waive the reporting and release of your NMAT scores. Your answer sheet will not be processed and no official NMAT results will be processed and no official NMAT results will be released.
11. If found to be in possession of illegally obtained NMAT booklet, you will likewise be disqualified to take another NMAT.
12. At the end of the test, you may not leave until all test materials have been collected and accounted for.

## *Prohibited Electronic Devices*

1. Cellular phones, smartphones, and tablets
2. Recording or photographic devices (i.e., voice recorders, translators, cameras)
3. Listening devices and media players (i.e., iPods, MP3/4 players)
4. Calculators of any kind
5. Digital watches, alarm watches, beeping watches, and calculator watches
6. Personal digital assistants, beepers, fitness-tracking devices, electronic cigarettes

## ***Prohibited Non-Electronic Devices***

1. Books, dictionaries, printed materials of any kind, blank sheet(s) of paper, etc.
2. Ink pens or felt-tip markers
3. Rulers, mechanical pencils, mechanical erasers
4. Briefcase, handbags, backpacks (of any kind)
5. Sunglasses, earplugs, hats (hoods may not be worn on the head except religious apparel)
6. Weapons, firearms, and sharp objects (can be grounds for immediate dismissal)

## ***Prohibited Behavior***

1. Possession or use of prohibited items inside the testing room.
2. Accepting or receiving anything, including food or drinks, from any person while the examination is in progress
3. Loitering, talking, or discussing your answers inside the room or along the corridor while the examination is in progress and during lunch break
4. Taking the test booklets(s), or pages thereof, out of the testing room, as well as copying, and/or divulging or making known the nature or content of any examination question or answer to any individual or entity
5. Failure to follow the Examiner's instructions after being warned
6. Destruction of test site property
7. Verbally or physically harassing or threatening any NMAT staff or another examinee
8. Being under the influence of alcohol or illegal drugs
9. Cheating that is depicted by, but NOT limited to, the following:
  - a. Looking, glancing or copying from the work of other examinees (with or without permission)
  - b. Allowing an examinee to look at or copy one's answers
  - c. Collaborating with one or more examinees when the requirement is that examinees shall work independently
  - d. Using prohibited examination reference materials
  - e. Possessing cheat sheet or any written answers on any body part (palm, hand, arm, thigh, etc.), piece of paper, glued in text/sheets of paper of academic relevance, etc.
  - f. Exchanging answers verbally or through the use of any manual signals or electronic device
  - g. Obtaining test booklet and answer keys beforehand and during the test
  - h. Answering the test after the time to stop has been called

**Anyone caught violating any of these rules will be disqualified from continuing with the test.**

## ***Absence on Test Day and Noncompletion of the Test***

If you are absent on the day of the exam, your name will NOT be included in the Masterlist of Test Results (MTR). Failure to take or complete the test on the scheduled test date under any circumstances totally forfeits your NMAT Registration and Test Fees.

NMAT consists of two parts – Part 1 is administered in the morning and Part 2 in the afternoon. You must sit for both parts of the test. If you fail to sit for Part 2 of the test in the afternoon, you automatically waive the reporting and release of your NMAT results. Your answer sheet will NOT be processed and NO official NMAT results will be released to you nor included in the masterlist.

## PART 4. EXAMINEE AGREEMENT

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Before you register for the NMAT, you must have downloaded and read the NMAT Bulletin of Information (BOI). The BOI is the official policy and procedure guide to the NMAT. In addition to adhering to the policies contained in the BOI, when you register for the test you will be asked to accept the NMAT Examinee Agreement. The NMAT Examinee Agreement aims at a thorough understanding of the NMAT testing policies and procedures and of maintaining a fair and secure testing process. It consists of several online screens that reiterate the main provisions of the BOI on the following:

- Eligibility and registration requirements
- Payment and refund
- Test day instructions
- Prohibited items and behavior on test day
- Terms and conditions for taking the NMAT

The last three online screens of the NMAT Examinee Agreement sets forth terms under which you agree to register and take the NMAT, including, but not limited to, a prohibition on discussion or disclosure of test content. If you do not agree to these terms, you will not be permitted to register for the NMAT.

### *Terms and Conditions for Taking the NMAT*

As an NMAT examinee and an applicant for admission to any Philippine medical school, you must accept the following terms and conditions as stated:

1. I certify that I will take the NMAT for the purpose of applying to a Philippine medical school and not for any other reason.
2. I understand that I will be assigned a seat and must occupy the same seat during the morning and afternoon sessions.
3. I understand that all answers must be recorded on the NMAT answer sheet using a pencil. At the end of the test I will be required to return all test materials to the Examiner.
4. In pursuit of test fairness among all examinees, I understand that it is my responsibility as NMAT taker to report all instances of suspected cheating on the part of any examinee.
5. I have read and will comply with the terms set forth in the NMAT BOI, including, but not limited to, the rules and regulations concerning test-day procedures, the ban on bringing review materials or other prohibited information or items into my assigned building and testing room, and other prohibited behavior before, during, or after the test administration.
6. I am aware that the NMAT is confidential and that its contents will be disclosed to me only on the day of the test.
7. I have been informed that the NMAT and the questions therein are copyrighted and are protected by Philippines and international copyright and trade secret laws.
8. I agree that I will not discuss or disclose the NMAT content orally, in writing, on the internet, or through any other medium.
9. I agree that I will not copy, reproduce, adapt, disclose, or transmit test items, in whole or in part, or assist anyone else in doing the same.



10. I further agree that I will not reconstruct test content from memory, by dictation, or by any other means, for the purpose of sharing that information with any other individual or entity.
11. I understand that prohibited acts related to confidentiality include, but are not limited to: describing questions, passages, or graphics from the test; identifying terms or concepts contained in test items; sharing answers to questions; referring others to information I saw on the test; reconstructing a list of topics on the test; and discussing test items, answers, passages, graphics, or topics on social media, or through other means.
12. I understand and agree that any alleged violation of this Examinee Agreement or any alleged activity that may compromise the validity, integrity, or security of the NMAT will be investigated.
13. I also understand and agree that if I provide false information, violate the terms of this Examinee Agreement, any other terms or conditions stated in the NMAT BOI, or any test center rules and regulations, engage in any activity that may compromise the validity, integrity, or security of the NMAT, or fail to fully cooperate in any investigation of a violation of the Examinee Agreement or the terms and conditions of the NMAT BOI, including a post-test identity verification:
  - That the CEM may issue a report of the factual findings of the investigation to legitimately interested parties;
  - That my answer sheet may NOT be processed and NO official test results may be issued; and
  - That I may be banned from taking the NMAT for a specific period of time.

## *Data Privacy Policy*

Pursuant to our responsibilities under Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, the Commission on Higher Education (CHED) and the Center for Educational Measurement (CEM) affirm your right to privacy of your personal data, particularly in relation to your application to take the National Medical Admission Test (NMAT) and to apply to medical school. This right extends both to processed information as well as to the raw data upon which processed information is based.

This data privacy policy ("Privacy Policy") describes our practices regarding the collection, storage, protection, and use of your personal data.

## **Scope and Consent**

By using the NMAT Online Registration System and providing your personal data in connection with your application to take the NMAT, you accept the practices described in this data privacy policy and consent to the collection and use of this information by CHED and CEM. By registering online, you explicitly authorize:

- CEM, its employees, and third-party service providers, to use your personal data for purposes of providing services to you or for other reasonable purposes which are related to the services it provides or improvements / upgrades in its systems and business processes, including but not limited to test administration, scoring, and release / delivery of test results.
- CEM to share / release your personal data (name and test results) to Philippine medical schools as a way to authenticate test results and safeguard against falsification of the former.
- CHED and CEM to use your personal data for research and statistical purposes.

CHED and CEM reserve the right to make changes to this Privacy Policy at any time. Any changes will be posted on this page.

## **Collected Information**

The information to be collected consists of information that you voluntarily provide to us when you register to take the NMAT. This includes personally identifying information such as your (1) personal contact information, (2) educational background, (3) demographic information, (4) photograph (5) parents information (6) factors affecting your course choice (7) account login information, (8) credit card information (9) technical computer information, and (10) website usage information.

## **Storage and Protection of Collected Information**

The personal data obtained through this website is entered and stored within the CEM's authorized information and communications system, and will be accessed only by CHEd and CEM authorized personnel. Reasonable physical and technical safeguards are used to secure your personal data from unauthorized access, use, or disclosure.

## **Sharing and Use of Collected Information**

Your personal data is collected primarily for the purpose of (1) providing you with NMAT test registration services, (2) enabling billing and shipping, (3) ensuring your safety and convenience during the testing process, (4) processing, reporting, and disseminating of test results for admission, research, and scholarship purposes, (5) generating relevant statistics for educational purposes, (6) profiling, historical, and statistical purposes, and (7) for systems administration and troubleshooting purposes.

Your contact information (email address phone number/s) and test results may be shared with medical schools who may invite you to enrol in their school, and/or offer scholarship grants, unless you withhold consent thereto.

## **Retention and Confidentiality of Collected Information**

NMAT data are the property of the CHEd and CEM and are to be kept indefinitely for historical, statistical, and educational purposes. The appropriate organizational, physical, and technical security measures will be used to secure your personal data from unauthorized access, use, or disclosure.

## **Legal Disclosure**

We reserve the right to disclose personal information to our service providers, the government, law enforcement agencies, or other third parties under certain circumstances where a formal request has been made (such as in responding to a court order, subpoena, or judicial proceeding), that we deemed necessary and appropriate.

## Your Rights

Pursuant to the Data Privacy Act, you have the following rights:

- The right to privacy;
- The right to be informed of the processing of your personal data;
- The right to be informed of any data breach;
- The right to access your personal data, to rectify the same, and to erasure or blocking of such information upon reasonable request;
- The right to object to further processing;
- The right to lodge a complaint before the National Privacy Commission; and
- The right to damages when appropriate.

## Contact Information

For queries, please contact the NMAT Secretariat:

### PHILIPPINES:

Trunklines:   (+63) 813-3686                   Local: 106, 108, 101, 123, 112  
                 (+63) 813-3691  
                 (+63) 813-3694  
                 (+63) 813-3695  
                 (+63) 892-1682  
Email       :   [nmat@cem-inc.org.ph](mailto:nmat@cem-inc.org.ph)

### USA:

Tel. nos. :   +1-818-612-4490 or +1-818-360-8177  
Email       :   [nmatexam@gmail.com](mailto:nmatexam@gmail.com)

## PART 5. TESTING ACCOMMODATIONS

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CEM understands the needs of persons with medical condition or disabilities who intend to take the NMAT. We want to provide reasonable accommodations for purposes of managing the test administration without compromising the purpose of the test.

If you are a person with medical condition (e.g. pregnant, hearing impairment, visual impairment) or a PWD (person with disability) card-bearing person, you must indicate it when you register online. This will allow CEM to make special arrangement(s) that fit your needs subject to approval. CEM may also require the submission of supporting documents in relation to your condition (e.g. valid PWD ID card, medical certificate).

*Please contact us if you have questions after reading the BOI.*  
<https://www.cem-inc.org.ph/nmat/contact-us>

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