



# CANDIDATE AGREEMENT

*(In-Person Examination)*

## **CANDIDATE AGREEMENT**

Please read this candidate examination agreement (“Agreement”) carefully. You will only be permitted to proceed to take the Canadian Chiropractic Examining Board (“CCEB”) candidate examination (“the Examination”) if you agree to these terms and conditions.

**Email completed and signed Candidate Agreements to [exams@cceb.ca](mailto:exams@cceb.ca).**

### **General Provisions**

1. I have chosen to write or participate in the Examination in person and I acknowledge, understand and agree that:
  - a. The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization and COVID-19 is extremely contagious. The CCEB has put in place preventive measures to reduce the spread of COVID-19; however, the CCEB cannot guarantee that a candidate will not become infected with COVID-19. Further, attending the Examination could increase my risk of contracting COVID-19. I am participating voluntarily in the Examination. I acknowledge that I am aware of the risk, danger, and hazard of contracting COVID-19 or any other contagious disease and that I may be exposed to or infected by COVID-19 and such exposure may result in personal injury, illness, permanent disability, or death and voluntarily agree to assume the risks.
  - b. I forever release and indemnify the CCEB from liability for any and all claims, demands, actions, damages, losses, actions, judgments and costs, including legal fees (the “Claims”) which I have or may have in the future, that might arise out of, result from, or relate to my participation in the Examination, including but not limited to any exposure to or infection with COVID-19, even though such Claims may have been caused by any manner whatsoever, including but not limited to the negligence or gross negligence of the CCEB.
  - c. I am solely responsible for all costs associated with any air or other travel and hotel or other accommodations required;
  - d. I am responsible for adhering to any public health restrictions which may be in place at the time of the Examination;
  - e. public health restrictions may change and I am responsible for all travel or accommodation costs associated with any such change;
  - f. the CCEB reserves the right to change the city in which the Examination will occur to another location within Canada.
  - g. I may be required to answer medical screening questions and/or to participate in appropriate screening tests both in advance of the Examination and on the day of the Examination where required or recommended by public health authorities. The results of the screening may prevent me from being able to participate in the Examination. In that case, I will be responsible for any costs I have incurred over and above the funds paid to the CCEB to take the Examination;

- h. I may be required to supply and wear PPE including, but not limited to, a face mask and/or face shield [https://cceb.ca/docs/Mask-Requirements-Policy\\_EN.pdf](https://cceb.ca/docs/Mask-Requirements-Policy_EN.pdf). The CCEB will provide me with a list of required PPE at least 1 week in advance unless the guidance from the public authorities is issued at a time that does not permit such notice to be provided;
- i. If I test positive for the coronavirus within 14 days of attending the Examination, the CCEB may be required to notify local health authorities that I attended the Examination. If the CCEB has to report this, they will provide only the minimum information necessary for the public health authority's data collection. By signing this form, I am agreeing that the CCEB may do so without an additional signed consent or release;
- j. There will be no coat or belongings check available at the Examination facility and I am solely responsible to secure my personal belongings before entering the Examination facility. I have reviewed the Exam Day Information on the CCEB website at: <https://cceb.ca/exam-day-information/> and will not bring any non-permitted items with me to the Examination facility. The CCEB will not be responsible for the loss or damage of any of the personal belongings I bring with me to the Examination facility; and
- k. I have read and am bound by the applicable CCEB policies. <https://cceb.ca/policies/>

## **Confidentiality and Copyright**

- 2. I understand, acknowledge and agree that:
  - a. All Examination materials and examination-related information, including but not limited to the Examination itself, are confidential, and the CCEB maintains and contractually requires strict confidentiality and security thereof. Stringent protocols and security measures have been put into place to ensure that the integrity of all CCEB examinations and the examination content is always maintained. These measures are designed to eliminate any unfair advantage among candidates and avoid the high cost of replacing the examination content in the event of a security breach;
  - b. In order to preserve the confidentiality and security of the Examination, I am strictly prohibited at all times from disclosing to any person or organization, reproducing by any means (whether recorded from memorization, by electronic device, or by any other means), and displaying or publishing any Examination content or any of the other Examination materials or Examination-related information whatsoever (whether for commercial or non-commercial purposes). Such content includes but is not limited to topics, items, questions, scenarios, fact patterns, cases, correct answers, and incorrect answers, from an Examination. Any disclosure contrary to this section 2 would be a breach of my covenant of confidentiality;
  - c. All examination materials are the exclusive property of the CCEB and are protected by copyright and other intellectual property rights. I understand that I am subject to these laws irrespective of where I reside and where I may be participating in the Examination.

**Prohibited Conduct**

- 3. I shall not engage in any form of dishonesty, fraud, cheating, misrepresentation or other misconduct related to the Examination, including, but not limited to:
  - a. Copying another person’s answer to an examination question during the Examination;
  - b. Consulting an unauthorized source during the Examination;
  - c. Bringing into the testing environment any unauthorized materials;
  - d. Removing from the examination area any unauthorized materials, including but not limited to notes taken from the Examination;
  - e. Being in possession of or using unauthorized information or materials prior to or during an Examination; or
  - f. Assisting a person to carry out any of these activities, including failing to report information known about another candidate’s breach of their obligations to the CCEB regarding a competency examination, any obligation specific to the Candidate Agreement or other obligations to the CCEB.

**Breach of Agreement**

- 4. I understand that any breach of CCEB policies, or other breach of this Agreement, including but not limited to a breach of confidentiality, may result in action being taken by the CCEB in accordance with its Examination Conduct Policy <https://cceb.ca/docs/CCEB-Examination-Conduct-Policy.pdf>

Acknowledged, agreed to and accepted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Candidate Printed Name