Certified Guestroom Attendant Examination

Credential Source Contact information

Source Company Name: American Hotel & Lodging Educational Institute  
Contact: Elizabeth O’Brien, product manager of Academic Markets  
Phone: 312-715-6770  
Email: eobrien@restaurant.org  
Website: ahlei.org

Credential Contractor

Credential Contractor: Same as source  
Contact: Same as source  
Phone: Same as source  
Email: Same as source

Test Administration

Test Site

- School: Online
- School: Paper/Pencil
- Testing facility

Can the instructor take this test?: Yes

Number of Test Items: 30

Time allowed (minutes): 120

Passing score (percent): 70

Cost Per Test: $63.75

Additional information: N/A

Possible Preparatory Courses

Introduction to Hospitality, Tourism, and Recreation (8259/36 weeks)

Accommodations: Students with Disabilities

Timing

- Multiple test sessions .................................................................................................................. Yes
- Time of day ................................................................................................................................. Yes
- Order of tasks ............................................................................................................................ Yes
- Planned breaks during test ........................................................................................................ Yes

Setting

- Test location ............................................................................................................................... Yes
- Adaptive or special furniture ..................................................................................................... Yes
- Special lighting .......................................................................................................................... Yes
### Presentation
- Written directions accompanying oral directions: Yes
- Specific verbal prompts: Yes
- Visual aids: Yes
- Amplification equipment: Yes
- Headphones, earmuffs, or earplugs: Yes
- Large-print test: Yes
- Braille test: Yes
- Read-aloud test: Yes
- Audio test: Yes
- Interpreting/transliterating testing directions: Yes
- Interpreting/transliterating the test: Yes

### Response
- Enlarged copy of the answer document: No
- Communication board or choice cards: Yes
- Examiner records responses: Yes
- Brailler: Yes
- Word processor or word processor with speech-to-text: Yes
- Augmentative communication device: Yes
- Word prediction software: Yes
- Spelling aids: Yes
- English dictionary: Yes
- Dictation using a recording device: Yes
- Dictation to a scribe: Yes
- Read back student response: Yes
- Calculator and arithmetic tools: Yes
- Calculator with additional functions: Yes
- Math aids: Yes
- Dry erase board: Yes
- Additional writing implements: Yes

### Accommodations: English Learners
- Audio test: Yes
- Bilingual dictionary: Yes
<table>
<thead>
<tr>
<th>Feature</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Dictation to scribe</td>
<td>Yes</td>
</tr>
<tr>
<td>English dictionary</td>
<td>Yes</td>
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<tr>
<td>Examiner records responses</td>
<td>Yes</td>
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<tr>
<td>Flexible schedule</td>
<td>Yes</td>
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<tr>
<td>Multiple test sessions</td>
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<td>Read-aloud test</td>
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<td>Test directions delivery</td>
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<td>Visual aids</td>
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