

## **PROTEST OF EXAMINATIONS**

**Sec. 20.** Examination materials including all testing instruments shall not be subject to review by the public.

The Commission shall not consider any claims against the judgment or expertise of the raters in assigning scores for tests.

Following each examination component, there shall be a two-business day protest period during which the candidate may submit a written protest against the conduct of his/her test to the Executive Director. Candidates shall submit written protest(s) on forms provided by the Commission. Civil Service staff will review written protests received during this protest period, and make a determination within three business days. Upon notification of staff's determination, where there is a disagreement with staff's disposition, candidates may appeal in writing to the Commission within five days for final determination.

After the Commission has approved the final examination results and final scores have been transmitted to all candidates, there shall be a period of five business days during which a candidate may submit a written notice to the Executive Director requesting that their final examination computations be checked for accuracy. Civil Service staff shall review the candidate's computation of final scores and make a determination within three business days. Upon notification of staff's determination, where there is a disagreement with staff's computation of the candidates' final scores, candidates may appeal in writing to the Commission within five days for final determination.