

August 2025

Dear ACVIM Nutrition Candidate:

This letter is being posted online to outline the requirements that must be met by October 1st, 2025, if you intend to take the General Examination in 2026. The 2026 General Examination will be administered remotely at a location of your choosing, or at a Prometric testing center between May 4th and May 6th, 2026. Further information regarding scheduling your appointment for remote or Prometric testing center administration will be provided in early December.

Candidates registering for the General Exam for the first time must follow the steps listed below. There are two requirements that must be submitted to the [shared Datto folder](#) prior to the October 1st deadline.

Candidates MUST upload their files to the [shared Datto folder](#) with the following naming convention:

Specialty – Last Name, First Initial – Type of File
(ex: NUTR – Smith, J – Questions;
NUTR – Smith, J – RA Letter)

- Properly formatted multiple-choice questions (2)
 - ✓ See “[Multiple Choice Guidelines](#)” section of the website for details on question formatting
- Letter from your Resident Advisor confirming dates of program & satisfactory progress thus far
 - ✓ The letter must be signed by your Resident Advisor, written on your Sponsoring Institution's letterhead, and added to the shared Datto folder linked above.
- Pay the General Examination fee
 - ✓ \$1015 for first time candidates/\$695 for retake candidates
 - ✓ <https://dashboard.acvim.org/personalsnapshot>

All of the above documents MUST be submitted online and are due by 11:59 pm MT on October 1st, 2025, to avoid a late fee penalty. ACVIM will not accept materials after the deadline for any reason.

Files uploaded to the [shared Datto folder](#) will not be visible. Please upload each file only once.

Per section 8.I ACVIM GENERAL EXAMINATION of the Certification Manual, all ACVIM nutrition Candidates, commencing a nutrition RTP program as of July 2023, must pass the General Examination (section 4.F.5) in order to be eligible to attain Diplomate status (Board-Certification) in nutrition.

Please feel free to reach out if you have any questions to Finn@acvim.org.

Regards,
Finn Ruehrdanz
Senior Certification and Accreditation Specialist