

**SCORE REPORT REQUEST FORM**

One free score report is available to send to a specified college or university. Additional score reports cost $15 each, and an expedited report costs $32.

|  |  |
| --- | --- |
| **Complete Student Name:** |  |
| **Email Address:** |  |
| **Date of Birth: *(mm/dd/yyyy)*** |  |
| **Enrolled School Name†:** |  |
| **Testing Center ‡:** |  |
| **Exam Administration Year:** |  |
| **Language Tested** |  |

**†** The name of the school where the student was enrolled when taking the exam.

**‡** Applicable if the student took the exam at a site different than the enrolled school.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Complete Institution Name** | **Mailing Address** | **Department Name** *(recipient of the score reports at the college or university)* | **University ID**  *If available* | **Request Type:**  *Regular or Expedited* |
|  |  |  |  | Select Request Type |
|  |  |  |  | Select Request Type |
|  |  |  |  | Select Request Type |

Include additional pages with this form, as needed.

**Total Number of Score Reports Requested:** \_\_\_\_\_\_\_\_\_\_

**Payment Method:**

**PayPal**: Please [click this link](https://www.paypal.com/cgi-bin/webscr?cmd=_s-xclick&hosted_button_id=8PE4MN9WXVUWW) to pay via PayPal for the number of score reports indicated above. You may pay via credit or debit card even if you do not have a PayPal account. Once payment is received the reports will be processed. If you have any questions or concerns please contact us at [newl@americancouncils.org](mailto:newl@americancouncils.org).

All *regular* score report requests will take 5-7 business days to process and mail out to the institution(s). All *expedited* score reports will be sent via TNT (over-night).

The scores for the current year’s exam will become available in July. (e.g. If your exam administration year is 2019, the scores will be available in July 2019.)

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