



# 2001-2002 ADDITIONAL SCORE REPORT REQUEST FORM

FOR USE IN 2001-2002; fees subject to change after 9/30/02

540-16

# ASR

FEE: \$13 for each score recipient listed

\$13  \$26  \$39  \$52

In Canada, add GST/HST (Reg. #13141 4468 RT)  
In Quebec, add QST to GST—inclusive price of the service.

**MAIL THIS COMPLETED FORM** to have score reports sent to institutions in addition to those listed when you registered or to have previous GRE scores sent to institutions. Requests will be processed within 10 working days after receipt. **To avoid delay, do not send a letter with this form. See back of form.**

CREDIT CARD NUMBER															
If paying by credit card, write in credit card number, expiration date, and type. Do not leave any spaces between the numbers. Only American Express, Discover, JCB, MasterCard, or VISA will be accepted.															

EXPIRATION DATE	
Month	Year

TYPE OF CREDIT CARD					
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>			

\$
<b>TOTAL AMOUNT ENCLOSED</b>

If paying by check or money order, make your remittance payable to **ETS-GRE**.

NAME																								
LAST NAME (Family or Surname)															FIRST NAME (Given)					M.I.				

NAME AT TIME OF PREVIOUS TEST DATE, IF DIFFERENT	
Scores under both names will be reported.	

DATE OF BIRTH			U.S. SOCIAL SECURITY NUMBER					PHONE NUMBER	
MONTH	DAY	YEAR	ENTER IF GIVEN PREVIOUSLY.					(    )	

For faster processing, use the Phone Service for Additional Score Reports (page 18).

YOUR CURRENT ADDRESS: Print your current address.																								

NUMBER AND STREET															CITY		STATE OR PROVINCE		POSTAL CODE OR U.S. ZIP				COUNTRY CODE	

Refer to the Country or Region Code List in the Bulletin.

<b>TEST TAKER COPY ONLY</b> — Only one copy may be requested.																								
<input type="checkbox"/> Check this box and include the \$13 fee if you are requesting a copy of your scores for <b>yourself only</b> and do <b>not</b> want your scores reported to any institutions at this time.																								

**EFFECTIVE SINCE OCTOBER 1985, GRE SCORES ARE REPORTABLE FOR 5 YEARS, (I.E., UNTIL SEPTEMBER 15 FOLLOWING THE 5TH ANNIVERSARY OF YOUR TEST DATE). CURRENTLY, GRE SCORES EARNED AFTER OCTOBER 1, 1996, ARE AVAILABLE.**

**IF YOU TESTED PRIOR TO OCTOBER 1985, SCORES ARE REPORTABLE FOR 20 YEARS. CURRENTLY, GRE SCORES EARNED BETWEEN OCTOBER 1981 AND SEPTEMBER 1985 ARE AVAILABLE.**

<b>SCORE RECIPIENTS</b> An acknowledgment will be sent to you containing a copy of your scores and a list of the score recipients.																								
Choose carefully. <b>Score recipients, department codes, and report codes listed on this form cannot be changed or canceled.</b>																								
<ul style="list-style-type: none"> <li>See Institution Code List and Department Code List in the <i>Bulletin</i>. Check code numbers for accuracy because requests are filled on the basis of code numbers you provide. Also, print the name of the institution and the department.</li> <li>To designate an institution or fellowship not listed in the Institution Code List, enter the name and complete mailing address on this form. If the designated recipient is authorized to receive GRE scores, your request will be honored.</li> <li>For each recipient listed, enter the following letter(s) in the appropriate box(es) to indicate what score(s) you want reported: G — to report General Scores S — to report Subject Scores W — to report Writing Scores If you leave all the box(es) blank, ALL scores will be reported.</li> </ul>																								

INSTITUTION CODE	DEPT. CODE	G	S	W	INSTITUTION OR FELLOWSHIP SPONSOR	LOCATION	DEPARTMENT
R					1.		
R					2.		
R					3.		
R					4.		

Subject to your instructions in the boxes labeled G, S, W above, your score report will routinely include all available scores earned after 10/1/96.

a. ENTER YOUR TEST DATE (see below).				b. ENTER YOUR REGISTRATION NUMBER (if available) FOR THE TEST DATE ENTERED AT LEFT.						c. ENTER LOCATION OF THE TEST CENTER					
MONTH	YEAR							CITY							
								STATE OR COUNTRY							

- If you enter a **FUTURE TEST DATE**, those scores and any previous scores earned since 10/96 will not be reported until scores from the future test date become available. However, if you also requested scores under a different name (indicated above) those scores will be reported within approximately ten working days after receipt at ETS.
- If you enter a **PREVIOUS TEST DATE**, your scores will be reported within approximately ten working days after receipt at ETS.
- If you enter a test date between 10/81 and 9/85, your scores for that test date will be reported within approximately 10 working days after receipt of the request at ETS. They are reported separately from any scores earned after 10/96.
- Note: Since the interpretive data is composed of recent test takers, the percentile ranking of an individual's score may have changed between the time they took the test and the present.

IMPORTANT: If you want scores reported that were earned between 10/1/81 and 9/30/85, enter in the boxes below the approximate date(s) on which you earned the scores.																	
MONTH	YEAR	MONTH	YEAR	MONTH	YEAR												

By signing this form, I authorize Educational Testing Service to release my GRE scores, under the conditions set forth in the 2001-2002 GRE <i>Bulletin</i> , to the score recipients I have designated on this form.	
_____ SIGNATURE	_____ DATE

**MAIL TO:** Graduate Record Examinations, Educational Testing Service, PO Box 6006, Princeton, NJ 08541-6006.  
**REQUESTS RECEIVED WITHOUT FEES OR COMPLETE CREDIT CARD INFORMATION WILL BE RETURNED. • RETAIN A COPY FOR YOUR RECORDS.**  
**DO NOT SEND CASH (see back cover). THIS FORM MAY BE PHOTOCOPIED. NO REFUNDS**

## ADDITIONAL SCORE REPORT REQUEST FORM

ETS will make every effort to process your Additional Score Report Request Form and mail paper score reports to institutions within 10 working days after receipt. However, GRE score recipients may elect to receive scores in one or more of the following forms of GRE score reporting: paper roster, disk, or tape. GRE scores reported in these formats are sent to institutions approximately twice a month.

If you are in a hurry, call our Phone Service for Additional Score Reports (ASRs) at 1-888-GRE-SCORE (see page 18). Phone service ASRs are processed within 5 business days. Your payment must be by credit card (American Express, Discover, JCB, MasterCard, or VISA).

Keep a record of the names and code numbers of designated score recipients. Once a request for additional score reporting has been mailed or faxed, the request cannot be canceled or changed.

If you only want to obtain another copy of your score report for yourself, complete the form, check the appropriate box under the "Test Taker Copy Only" section, and submit your request with the \$13 fee or complete credit card information. Only one copy may be requested.

The GRE Program will **not** honor a telephone call (except through the Phone Service for Additional Score Reports), email, telegram, or mailgram request to send score reports. Faxed requests will be honored if payment is made by American Express, Discover, JCB, MasterCard, or VISA. The credit card number and expiration date must be indicated on the request. The fax number is 1-609-771-7906.

This form can also be downloaded from the GRE Web site at [www.gre.org](http://www.gre.org).