



## COMPLETING THE REFUND REQUEST FORM

A partial refund is available if the proper procedures are followed when canceling a test. Information about canceling a test, program refund policies, refund processing times, and requirements for completing this form are in the *Bulletin* for the program from which you are requesting a refund.

Check the appropriate box on the form indicating the testing program for which you are requesting a refund and send the completed form to the address shown. Refunds will be issued in U.S. dollars.

Be sure to include:

- The name of the test(s) canceled
- Your complete name
- Your address (including ZIP or postal code)
- Daytime telephone number
- Date of birth
- Appointment confirmation/Registration number
- Canceled test date
- Candidate number (Praxis/SLS only)

If applicable, return your unused paper-based admission ticket or CBT voucher with the form.