

CD-ROM and SCORELINK® Score Data Formats

Score data formats

- 1) TOEFL® proprietary (used for SCORELINK® and CD-ROMs)
The data layout for this format can be viewed at www.ets.org/toefl/datalayout.
- 2) Electronic Data Interchange Transaction Set 138 (EDITS138)
- 3) The SCORELINK online score reporting service utilizes this nationally approved format to present data in a standard way. It allows an institution to use one format to receive test scores for **all** testing programs. EDI translation software is required. Read more about this software at <http://www.pesc.org/info/implementation-guides.asp>.

Score data encryption

The SCORELINK online score reporting service also requires Pretty Good Privacy (PGP®) software to transmit score data to a secure server that can only be accessed by a designated contact from your institution. You must use PGP version 2.6.2 or higher with RSA key generation. (You will need an RSA key with a length of 1024 bytes.)

A PGP license can be purchased from the PGP Corporation at <http://na.pgpstore.com>. A *Handbook for Using PGP with Electronic Score Reporting* can be requested by e-mailing toefl.esr@ets.org.

Confidentiality of scores

TOEFL scores reported via the Internet are governed by ETS policy requiring that information about a test taker be kept confidential and released only with informed consent of that individual. By requesting these services, the institution agrees to the following:

- 1) The institution will keep all personal information, including score data, secure and confidential, and will restrict access to such information unless authorized in writing by the test taker.
- 2) To the extent permitted by law, the institution agrees to indemnify and hold harmless ETS and its successors, assigns, trustees, officers and employees from and against all actions, causes of action, claims and demands, and from all costs, damages and expenses whatsoever (including attorney's fees) that arise from or are related to (i) any unauthorized disclosure of personal information, including scores, or (ii) any use of such personal information, including scores.

Assistance

If you need more information about these enhanced score reporting services or help in using them, please use the contact information below.

Phone: **1-609-771-7091**

E-mail: toefl.esr@ets.org

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MS Q-25
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