



GRE® Prepaid Voucher Service

ETS offers the GRE® Prepaid Voucher Service for organizations that wish to pay GRE test fees on behalf of sponsored students. The complete details of the service are listed below.

2022–23 Program Details

You may distribute the GRE Prepaid Vouchers to applicants for whom you want to pay partial or full test registration fees or score report fees.

- The following vouchers can be purchased: \$25 off the test fee, \$50 off the test fee, 50% of the test fee, 100% of the test fee. Test takers who receive partial test fee vouchers will be required to pay the remainder of the test fee when they register to test.
- Vouchers can also be purchased to cover 100% of the cost of the additional score report fee.
- Information about test fees is available at www.ets.org/gre/fees.
- All vouchers are redeemable for up to one year from date of issue.
- Refunds will not be issued for unused vouchers or for test takers who cancel or are absent from their test appointments.

Process for Obtaining GRE Prepaid Vouchers

- Complete, sign and return a copy of the attached GRE® Prepaid Voucher Order Form with payment via email, fax or mail to the address provided on the form.
- ETS will send GRE vouchers in the quantity purchased electronically to the email address you indicated on the form.

Using GRE Prepaid Vouchers

Please share the following information with test takers who will be using a prepaid voucher.

- Registering for the GRE® General Test
 - Test takers can register online at www.ets.org/mygre.
 - Test takers who plan to test in the United States, Canada, U.S. Territories and Puerto Rico can also call Prometric® at 1-443-751-4820 or 1-800-473-2255 to schedule an appointment.
 - Individuals testing in all other locations can call the appropriate Regional Registration Center (RRC) to schedule an appointment. RRC contact information is available online at www.ets.org/gre/rrc.
 - Test takers planning to take the at home test can find information about the registration process and equipment requirements at www.ets.org/gre/revised_general/register/at_home.
- Registering for a GRE® Subject Test
 - Test takers can register online at www.ets.org/mygre. Test dates are available at www.ets.org/gre/test-takers/subject-tests/register.html.
- Ordering Additional Score Reports
 - Test takers can order additional score reports at www.ets.org/mygre.

GRE Score Reporting

GRE score reports are issued only at the request of the test taker and only to approved GRE score recipients. Sponsoring organizations that are approved score recipients should inform test takers of their recipient code numbers if they wish to receive the test takers' scores.

Questions

If you have any questions, please contact GRE Institutional Services at 1-609-771-7092 or GREVoucherService@ets.org.



2022-23 GRE® Prepaid Voucher Order Form

Please complete, sign and return this form with payment or payment information to ETS. Note that orders containing credit card information must be sent to the confidential fax number below.

Email: GREVoucherService@ets.org **Fax:** 1-973-735-1903 **Mail:** GRE Prepaid Voucher Service, MS 13-Q, ETS, Princeton, NJ 08541, USA

GRE Test	Test Fee	Number of \$25 Vouchers	Number of \$50 Vouchers	Number of 50% Vouchers	Number of 100% Vouchers
General Test	If purchasing 50% or 100% vouchers, indicate country and related test fee where tests will be taken: Country: _____ <u>Test Fee:</u> US\$ _____				
Subject Test	US\$150 worldwide				

Score Reporting	Fee	Number of Vouchers
Additional Score Reports	US\$30 per score report	

Send GRE Prepaid Vouchers To:

Name: _____
 Title: _____
 Institution: _____
 Address: _____
 Email: _____
 Phone: _____

Billing Information:

Name: _____ Tax Exempt (Y/N) _____
 Title: _____
 Institution: _____
 Address: _____
 Email: _____ Phone: _____
 12-digit Customer Number (if current ETS/GRE customer): _____

CREDIT CARD INFORMATION:

Purchase Order# or Credit/Debit Card# _____ CVV _____
 American Express® _____ Diners Club International® _____ Discover® _____
 JCB® _____ MasterCard® _____ Union Pay _____ Visa® _____
 Name on Card _____ Expiration Date _____
 Signature _____ Date _____