

Testing and Scanning Services  
Arizona State University

TEST REFUND REQUEST

The test refund request must be received by the University Testing Services office  
NO MORE THAN 7 BUSINESS DAYS AFTER YOUR ORIGINAL TEST DATE.

This refund request relates only to the following tests for which University Testing Services is responsible for all phases of testing, including registration, fee collection, and test administration: Act Residual Test, NET (Nurse Entrance Test), and MAT (Miller Analogies Test).

The refund policy reflects the fact that costs are incurred by this test center in the registration process regardless of whether you take the test or not. If you cancel your test registration or miss your test date, you may obtain a 50% refund by submitting to University Testing Services the following NO MORE THAN 7 BUSINESS DAYS AFTER YOUR ORIGINAL TEST DATE:

- 1) A completed test refund request form with your signature and date.
- 2) Your original admission ticket for the test.

Your refund check will arrive by mail directly from the ASU Accounting Department in approximately 30 days.

I request a refund of the test fee for the following test:

(PLEASE PRINT)

Test Name \_\_\_\_\_ Test Date \_\_\_\_\_ Fee \$ \_\_\_\_\_

Reason: \_\_\_\_\_

Are you an ASU student?    Yes    No

*\*\*\*\*\* Please print the address where you want to receive your check. \*\*\*\*\**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

If returning the form and admission ticket by mail, send to:

TESTING AND SCANNING SERVICES  
Arizona State University  
PO Box 875204  
Tempe, AZ 85287-5204