



## Instructions for Completing the 2018-19 GRE® Fee Reduction Request Form

ETS offers a limited number of GRE® Fee Reduction Vouchers on a first-come, first-served basis. Complete the form on the next two pages if you are requesting a GRE fee reduction based on financial need or a GRE fee reduction for individuals who are unemployed. If you are approved for a GRE fee reduction, you will receive a voucher to register for the GRE® General Test and/or a GRE® Subject Test at 50 percent of the regular test fee.

### Instructions for Requesting a GRE Fee Reduction

#### Determine Which Materials to Send to ETS

- **If you have not submitted a request for a financial need-based GRE Fee Reduction Voucher in the past year**, mail a completed Fee Reduction Request Form and a complete copy of your FAFSA Student Aid Report (SAR) showing your estimated family contribution (EFC) to ETS. If you are a resident alien, include a photocopy of your green card with the materials you mail to ETS.
- **If you were approved by ETS for a financial need-based GRE Fee Reduction Voucher within the past calendar year**, mail a completed Fee Reduction Request Form and completed Declaration of Eligibility Form available at [www.ets.org/gre/bulletinandforms](http://www.ets.org/gre/bulletinandforms) to ETS.
- **If you are unemployed and applying for a GRE Fee Reduction Voucher**, mail a completed Fee Reduction Request Form, a completed Declaration of Unemployment Form available at [www.ets.org/gre/bulletinandforms](http://www.ets.org/gre/bulletinandforms) and a photocopy of an Unemployed Benefits Statement from the past 90 days to ETS.

#### Mail Materials to ETS

- **If you are paying with a credit/debit card**, do not include payment with your materials. Mail all materials to: ETS-GRE, PO Box 6000, Princeton, NJ 08541-6000, USA.

Allow up to three weeks for processing. Once you receive your fee reduction voucher for 50 percent of the test fee(s), you will be able to register for the GRE General Test and/or a GRE Subject Test with a credit/debit card online in your ETS Account at [www.ets.org/mygre](http://www.ets.org/mygre).

- **If you are paying by check or money order**, include your payment for 50 percent of the test fee(s) with your materials. Mail all materials with your payment to: ETS-GRE, Box 382013, Pittsburgh, PA 15251-8013, USA.

Allow up to three weeks for processing. Once you receive your voucher for 100 percent of the test fee, you will be able to register for the GRE General Test and/or a GRE Subject Test online in your ETS Account at [www.ets.org/mygre](http://www.ets.org/mygre).

### Fee Reduction Program Policies

- Fee reduction vouchers are limited to those testing within the United States, Puerto Rico, Guam or U.S. Virgin Islands.
- Vouchers are not retroactive, cannot be replaced if lost or stolen, and cannot be combined with other offers.
- There are no refunds for unused vouchers and no refunds will be provided to test takers who are not admitted to the test for any reason (including unacceptable identification).



## 2018-19 GRE<sup>®</sup> Fee Reduction Request Form

**\*Indicates a Required Field**

**\*1. Check one of the following boxes below to indicate whether you are a U.S. citizen or resident alien:**

- U.S. citizen
- Resident alien

**\*2. Check the appropriate box(es) below to indicate the GRE Fee Reduction Voucher for which you are applying:**

- Applying for a financial need-based GRE Fee Reduction Voucher. Check one box below:
  - Dependent senior with an estimated family contribution (EFC) of no more than \$2,500
  - Self-supporting senior with an EFC of no more than \$3,000
  - Self-supporting unenrolled college graduate with an EFC of no more than \$3,000
- Approved for a GRE Fee Reduction Voucher within the past year; applying for an additional voucher
- Applying for a GRE Fee Reduction Voucher for the unemployed

<b>*ETS ID (8 characters):</b> Your ETS ID is located on the My GRE home page of your ETS Account.

<b>*First (Given) Name</b> (as on photo ID document; up to 24 characters):	<b>Middle Initial</b>	<b>*Last (Family) Name</b> (as on photo ID document); up to 32 characters):	
<b>*Address Line 1</b> (up to 32 characters):			
<b>Address Line 2</b> (up to 32 characters):			
<b>*City</b> (up to 25 characters):	<b>*State/Province/Territory:</b>	<b>*Postal Code</b> (up to 9 characters):	<b>*Country Code</b> (Refer to <a href="http://www.ets.org/gre/countrycode">www.ets.org/gre/countrycode</a> ):
<b>*Primary Phone</b> (Include Area Code):		<b>Alternate Phone</b> (Include Area Code):	
<b>*Date of Birth</b> (MM-DD-YYYY):	<b>*Gender</b> (M/F):		<b>U.S. Social Security Number:</b>
<b>*Email Address</b> (up to 45 characters):			
<b>*Indicate the GRE test(s) for which you plan to register:</b>			
<input type="checkbox"/> GRE General Test		<input type="checkbox"/> GRE Subject Test	

(continue to next page)

## 2018-19 GRE<sup>®</sup> Fee Reduction Request Form (continued)

If you are paying by check or money order, complete the following:

		AMOUNT
GRE General Test* .....	US\$102.50	\$ _____
GRE Subject Test* .....	US\$75	\$ _____
<b>Subtotal</b> .....		\$ _____
Tax** .....		\$ _____
<b>Total Amount Enclosed</b> .....		\$ _____

\*Fees are subject to change without notice.

\*\*Add Value Added or similar taxes where applicable (see [www.ets.org/gre/fees](http://www.ets.org/gre/fees)).

If you send a check to us, you authorize ETS to convert the check into an electronic fund transfer. Please be aware that your bank account may be debited as soon as the same day we receive your payment and you will no longer receive a canceled check. If you do not have sufficient funds in your account, an additional service fee of US\$20 will be added to your account.

**I hereby agree to the conditions set forth in the 2018-19 GRE<sup>®</sup> Information Bulletin and on the GRE website, specifically those concerning test administration, payment of fees, the reporting of scores and the confidentiality of test questions. I certify that all information provided on this form is accurate and that I am the person who will take the test at the center and whose name and address appear on this form.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_