

# DUPLICATE SCORE REPORT AND HANDSCORING REQUEST FORM

Mail this form with correct payment (\$10 or \$20) to:

**FTCE/FELE Program  
Evaluation Systems  
Pearson  
P.O. Box 660  
Amherst, MA 01004-9018**

### FEES

Duplicate Score Report.....	\$10
Handscoring of Test(s) .....	\$10
Duplicate Score Report and Handscoring.....	\$20

Enclose a personal check or money order payable to Evaluation Systems (no cash or credit cards).

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Apt # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

## DUPLICATE SCORE REPORT ORDER FORM

- Duplicate score reports can be sent only to the examinee.
- Scores for the most recent Subject Area Examination, Professional Education Test, and the most recent and/or highest score(s) obtained on the General Knowledge subtest(s) that you have taken will be on the score report, unless you specifically request a test taken earlier.
- If you specifically request a duplicate score report for more than one subject area exam, you will receive a separate score report for each.
- If you took a subtest of the CLAST before July 1, 2002, and have NOT retaken it as a General Knowledge Test subtest, then the CLAST score will appear on the score report.
- If you are not sure of the date you took a test, estimate as closely as possible.

**Please indicate the tests for which you are requesting a duplicate score report.**

### General Knowledge Test

<input type="checkbox"/> GK Essay	Date Taken _____	<input type="checkbox"/> Check here if taken on computer.
<input type="checkbox"/> GK English Language Skills	Date Taken _____	<input type="checkbox"/> Check here if taken on computer.
<input type="checkbox"/> GK Reading	Date Taken _____	<input type="checkbox"/> Check here if taken on computer.
<input type="checkbox"/> GK Mathematics	Date Taken _____	<input type="checkbox"/> Check here if taken on computer.

### CLAST

<input type="checkbox"/> FTCE-CLAST (teachers)	Date Taken _____
<input type="checkbox"/> Undergraduate	Date Taken _____
<input type="checkbox"/> CAT-CLAST (on computer)	Date Taken _____

### Subject Area Examination

Test Name \_\_\_\_\_  
 Date Taken \_\_\_\_\_  Check here if taken on computer.

### Professional Education Test

Date Taken \_\_\_\_\_  Check here if taken on computer.

**FELE**  Subtest 1 Date Taken \_\_\_\_\_  Subtest 2 Date Taken \_\_\_\_\_  Subtest 3 Date Taken \_\_\_\_\_  
 Check here if taken on computer.  Check here if taken on computer.  Check here if taken on computer.

## HANDSCORING REQUEST FORM

- Handscoring is available for regular and supplemental test administrations, but **not for computer-based tests**, which are recorded electronically.
- If your test included a performance component, including an essay, speaking assignment, interview, or speech, only the multiple-choice portion will be handscored.
- A request for handscoring must be received within 30 days of the mailing of the score reports.
- You will receive a reply within 2 weeks regarding the results of handscoring your tests.

**Please indicate the tests for which you are requesting a handscore (paper-based tests only).**

### General Knowledge Test

<input type="checkbox"/> GK Essay	Date Taken _____
<input type="checkbox"/> GK English Language Skills	Date Taken _____
<input type="checkbox"/> GK Reading	Date Taken _____
<input type="checkbox"/> GK Mathematics	Date Taken _____

### FELE

<input type="checkbox"/> Subtest 1	Date Taken _____
<input type="checkbox"/> Subtest 2	Date Taken _____
<input type="checkbox"/> Subtest 3	Date Taken _____

### Subject Area Examination

Test Name \_\_\_\_\_  
 Date Taken \_\_\_\_\_

### Professional Education Test

Date Taken \_\_\_\_\_