



## Instructions for Completing the 2019-20 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 Voucher

#### Step 1: Determine Which Materials to Send to ETS

- **If you are applying for a financial need-based GRE fee reduction for the first time**, send a completed Fee Reduction Request Form and a complete copy of your FAFSA Student Aid Report (SAR) showing your estimated family contribution (EFC). If you are a resident alien, you also need to include a photocopy of your green card.
- **If you were approved by ETS for a financial need-based GRE fee reduction within the past calendar year, you only need to** send a completed Fee Reduction Request Form.
- **If you are unemployed and applying for a GRE fee reduction**, send a completed Fee Reduction Request Form and a photocopy of a weekly unemployment statement from the past 90 days.

#### Step 2: Send Materials to ETS

- **If you are paying with a credit/debit card:** Do not include payment with your materials. Your materials can be emailed or mailed to ETS.
  - Email: [gre\\_voucher\\_requests@ets.org](mailto:gre_voucher_requests@ets.org)
  - Mail: ETS-GRE, PO Box 6000, Princeton, NJ 08541-6000, USA

GRE Fee Reduction Vouchers are sent to recipients via email within two weeks of ETS's approval of the request. Once you receive your voucher(s) 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.

GRE Fee Reduction Vouchers are sent to recipients via email within two weeks of ETS's approval of the request. Once you receive your voucher(s) 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

- 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).

### Free Test Preparation

- Individuals receiving a GRE Fee Reduction Voucher for the GRE General Test will also receive a voucher to access the following priced test preparation services free of charge: (1) POWERPREP PLUS Online Practice Test #1 (a \$40 value), (2) POWERPREP PLUS Online Practice Test #2 (a \$40 value), and (3) *ScoreItNow!* Online Writing Practice (a \$20 value). For more information about these services, visit [www.ets.org/gre/prepare](http://www.ets.org/gre/prepare).



## 2019-20 GRE® Fee Reduction Request Form

### Complete Questions 1-4.

**1. Indicate whether you are a U.S. citizen or resident alien:**

- U.S. citizen
- Resident alien (Include a copy of your green card.)

**2. Check the appropriate box(es) below to indicate the GRE fee reduction for which you are applying:**

- Applying for a financial need-based GRE fee reduction. 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 need-based GRE fee reduction within the past year and applying for a voucher to retest.  
Indicate month/year you were previously approved: \_\_\_\_\_
- Applying for a GRE fee reduction for the unemployed.  
Indicate the date you became unemployed (must be within the past six months): \_\_\_\_\_  
(Include a photocopy of a weekly unemployment statement from the past 90 days)

**\*Indicates a required field.**

*ETS ID (8 characters): Your ETS ID is located on the My GRE home page of your ETS Account.			
*First (Given) Name (as on photo ID document; up to 24 characters):	Middle Initial	*Last (Family) Name (as on photo ID document); up to 32 characters):	
*Address Line 1 (up to 32 characters):			
Address Line 2 (up to 32 characters):			
*City (up to 25 characters):	*State/Province/Territory:	*Postal Code (up to 9 characters):	*Country Code (Refer to <a href="http://www.ets.org/gre/countrycode">www.ets.org/gre/countrycode</a> ):
*Primary Phone (Include Area Code):		Alternate Phone (Include Area Code):	
*Date of Birth (MM-DD-YYYY):	*Gender (M/F):		U.S. Social Security Number:
*Email Address (up to 45 characters):			
*Indicate the GRE test(s) for which you plan to register:			
<input type="checkbox"/> GRE General Test		<input type="checkbox"/> GRE Subject Test	

(continue to next page)

## 2019-20 GRE<sup>®</sup> Fee Reduction Request Form (continued)

3. Indicate how you will be paying 50 percent of the GRE test fee(s). (Fees and terms relating to fees and payment are available at [www.ets.org/gre/fees](http://www.ets.org/gre/fees).)

- Paying with a credit/debit card during test registration.
- Paying with a check or money order (Complete the information below and enclose payment.)

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

4. Sign and date the form below.

I hereby agree to the conditions set forth in the 2019-20 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: \_\_\_\_\_