In accordance with the Family Educational Rights and Privacy Act (FERPA), Tri-County Technical College must obtain written consent from a student prior to releasing placement test scores to another institution. **Students requesting placement test scores must provide photo identification along with this completed form.** When mailing or emailing this completed form, a student must also send with it a legible photocopy of a government issued photo identification, such as a driver’s license. This request can be emailed to the Testing Center at placement@tctc.edu and payment made via debit/credit card at [https://commerce.cashnet.com/tctcempay](https://commerce.cashnet.com/tctcempay). Placement test scores will be e-mailed, mailed, or faxed to the institution indicated below within 48 hours of receipt of the $30 payment. Incomplete forms will not be processed.

**Legal Name:**
(Please Print) (Last) (First) (Middle) (Maiden/Other)

**Address:**

City: __________________________ State: ________ Zip: ____________

Date of Birth: __________________________ Phone: __________________________

Year Tested: __________ Testing Location: __________

**Incomplete forms will not be processed!** Please contact institution for correct contact information.

**Send my test scores to the following institution:**

Fax#: __________________________ Attention: __________________________

Address: __________________________

City: __________________________ State: ________ Zip: ____________

E-mail Address: __________________________

I hereby give permission for the Testing Center of Tri-County Technical College to release a copy of my placement scores to the above named institution.

____________________________________________________________________

Student’s Signature (required by law)

____________________________________________________________________

Date

**Method of Payment:**

- [ ] Enclosed $30 Check
- [ ] Will pay via website [https://commerce.cashnet.com/tctcempay](https://commerce.cashnet.com/tctcempay)

**For Official Use Only:**

Date Received: __________

Staff Initials: __________