

Placement Score Release Form
Assessment Center, Ruby Hicks 170
PO Box 587
Pendleton, SC 29670
(864) 646-1300



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 Business Office at busof@tctc.edu and payment made via debit/credit card by calling the Business Office at 864-646-8282, Option 2. Placement test scores will be e-mailed, mailed, or faxed to the institution indicated below within 48 hours of receipt of the \$30 payment.

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: _____

Check one:
 E-mail
 Mail
 Fax

I hereby give permission for the Assessment Center of Tri-County Technical College to release a copy of my placement scores to the above named institution and to charge \$30 to my debit or credit card if applicable.

Student's Signature (required by law)

Date

For Official Use Only:
Date Received: _____
Staff Initials: _____

Method of Payment: Enclosed \$30 Check
 Will call Business Office to make a payment 864-646-8282, Option 2