



Find information  
online:  
[www.k12.ttu.edu](http://www.k12.ttu.edu)



Questions? Call:  
800.MY.COURSE  
(800.692.6877)  
  
806.742.7101  
Locally



Mail to:  
TTUISD  
Box 42191  
Lubbock, Texas  
79409-2191



Fax to:  
806.742.7222  
  
806.742.7288  
Full-time diploma  
students



E-mail to:  
[testing.ttuisd@ttu.edu](mailto:testing.ttuisd@ttu.edu)

### INSTRUCTIONS

This form has been created for use by school districts and educational service centers when ordering CBEs in quantity. All exams ordered on this form will be sent to the address listed below. Please see that students get review material in time to study for their exams. Use this form to indicate the total number of exams you need for each subject area and total costs. Use the Student/Exam Form to list students, their Social Security numbers, and the exams they will take. If you are ordering for multiple campuses and would like for the tests to be bundled together by campus, please use a separate Student/Exam Form for each campus and complete the information at the top of each one. **If you wish to give an exam to a student other than those listed, you must inform the TTUISD office.** Failure to do so could result in delay of receipt of scores. Any test(s) not taken must be returned with the completed exams. **No refunds will be granted for CBEs.**

Test Date \_\_\_\_\_ School District or ESC Official's Signature \_\_\_\_\_  
(30 days required for delivery of bulk orders, so plan ahead!)

### MAILING INFORMATION

Information must be completed by school district official; **please print legibly.**

School District Official's Name \_\_\_\_\_ Title \_\_\_\_\_

Educational Service Center or School District Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ County \_\_\_\_\_

E-mail \_\_\_\_\_

### COST INFORMATION

For school districts ordering in quantity, the following discounts apply.

Check the appropriate discount:

- 1-10 exams      \$40 each
- 11-20 exams     \$24 each + shipping
- 21 or more        \$17 each + shipping

### PAYMENT INFORMATION

Check – **NO TEMPORARY CHECKS ACCEPTED** (payable to Texas Tech University)

Ck. # \_\_\_\_\_ \*Driver's License # \_\_\_\_\_ \*Date of Birth \_\_\_\_\_

Money Order (payable to Texas Tech University)

P.O. # \_\_\_\_\_

Credit Card:     MasterCard     VISA

Discover         American Express

Card # \_\_\_\_\_ Cardholder's Name \_\_\_\_\_

Expiration Date \_\_\_\_\_ Signature \_\_\_\_\_

*\*required when paying by check*



