

# MILITARY TRANSCRIPT ORDER FORM

**(\$20.00 fee per transcript)**

Please **TYPE** or **PRINT** all information requested below

**For CLEP and DSST  
scores on tests taken  
after July 1, 1974**

## FEES/PAYMENT:

An **\$20** fee is charged for **each** transcript ordered. A transcript may include any or all DSST and CLEP Tests taken **while in the military**. There is no charge for transcripts sent to DANTES Test Control Officers (TCO's). DANTES TCO transcripts are unofficial transcripts and are to be used for counseling purposes only. Transcripts are mailed within three weeks after receipt of the order form at The Chauncey Group International.

Enclose a certified check or money order payable to The Chauncey Group International. If you prefer to pay for your transcript with a MasterCard, Visa or American Express, please supply the information below. Your account will be charged with the total amount due. ***Incomplete forms or forms received without fees will be returned to the requester.*** **CASH, PERSONAL CHECKS AND DEBIT CARDS ARE NOT AN ACCEPTABLE METHOD OF PAYMENT.**

**SEND COMPLETED FORM TO:  
The Chauncey Group International  
ATTN: Transcript Service  
P.O. Box 6604  
Princeton, NJ 08541-6604  
FAX: (609) 720-6800**

## PAYMENT METHOD:

Certified Check or Money Order enclosed (in U.S. Dollars)

Credit Card:  VISA  MC  AMEX Exp. Date: MM / YYYY Signature: \_\_\_\_\_

Credit Card Number:

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

## PERSONAL INFORMATION (PLEASE TYPE or PRINT ALL INFORMATION REQUESTED BELOW):

Last Name (Include Maiden Name or Former Last Names):	First Name & Middle Initial:	Social Security Number:
Present Address (number & street):		Date of Birth: MM / DD / YYYY
City and State:	Zip Code:	Phone Number: ( ) -

## TRANSCRIPT INFORMATION:

I understand that my signature permits The Chauncey Group International to release my transcript to the designated recipient(s). Signature: \_\_\_\_\_

Please prepare my transcript and include the following (check only one):

Scores on all tests  Only test scores that are at or above the ACE Recommended Minimum Score  Only scores on test titles listed below

Test Titles:
Approximate Date of Last DSST or CLEP Test: MM / DD / YYYY

ORDER FOR TRANSCRIPT(S) - TO BE SHIPPED TO:	UNIT PRICE	X	QTY	=	TOTAL PRICE
<b>DANTES TEST CONTROL OFFICER (DANTES TCO), DANTES TCO ID#:</b> (DANTES TCO's are sent <i>unofficial</i> transcripts for counseling purposes only. For your DANTES TCO to receive an unofficial transcript, you MUST provide the DANTES TCO ID Number in the shaded box.)	No charge	X		=	
<b>PERSONAL HOME ADDRESS</b> (listed under "Personal Information" above)	\$20.00	X		=	
<b>SCHOOL(S)</b> (complete school address in box(es) below)	\$20.00 per school	X		=	
<b>ORDER TOTAL:</b>					

School Name:	School Name:
Attn:	Attn:
Address:	Address:
City & State:	City & State:
Zip Code:	Zip Code:

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