



Office of Testing Services
800 U.S. Highway 29 North
Athens, GA 30601
706-227-5435
Testing@AthensTech.edu

TEST SCORE RELEASE FORM

Directions: Complete all fields in the form. Fill out an additional request if a second copy is to be sent to another address. After completing this form, it must be submitted to ATC Testing Services, along with a copy of the student's picture identification card. The form can be dropped off, mailed, or emailed with a copy of your driver's license. All financial obligations to the college must be satisfied before test scores can be released.

Please allow 24 hours for requests to be processed. Exams administered at other institutions will not be released. Incomplete forms cannot be processed. Every attempt is made to properly mail requests, but the institution can assume no responsibility for final delivery.

Current Name on Record

First

Middle

Last

ATC Student ID

Phone Number

Signature of Student

Date

Please check below the manner in which you would want your test scores released.

To Be Picked Up

By Fax

Area Code

Phone Number

By Mail

Name of Institution

Street

Apt

City

State

Zip Code

Office Use Only:

Identification Verified

Fee Paid

No Holds

Date Mailed/Faxed/Collected In Person _____ Initials _____