

I WOULD LIKE TO GET A GRADUATE DEGREE

If you're applying to graduate or business school, you'll be required to take a standard examination. Few students relish the idea of standardized tests, but they help admissions officials determine who is capable of withstanding the rigors of graduate school. Different schools have different admission requirements, so you'll need to see which test is right for you.



Graduate Records Examination (GRE)

The GRE is a standardized test that is an admissions requirement for most graduate schools in the United States. Created and administered by Educational Testing Service (ETS) in 1949, the exam aims to measure verbal reasoning, quantitative reasoning, analytical writing, and critical thinking skills that have been acquired over a long period of time and that are not related to any specific field of study.

Is the GRE funded by DANTES?

Yes, reimbursement is authorized for eligible military personnel. DANTES funds only one administration each of the GRE General (CBT) and GRE Subject (paper-based) exams per lifetime for eligible Service members. GRE Subject exams taken at a National Test Center are not reimbursable. DANTES reimburses eligible military examinees only for the test fee after the administration of the test. Military examinees must seek reimbursement within 90 days from the test date.

How much does the GRE cost?

Please visit the GRE website (https://www.ets.org/gre/revised_general/about/fees/) for the most up to date pricing. Eligible military personnel may use the attached reimbursement form.

When can I take the GRE?

Please visit the GRE website (http://www.ets.org/gre/revised_general/register/centers_dates/) to find upcoming test dates.

Where can I take the GRE?

The GRE is not available at DANTES test centers. Please visit the GRE website (http://www.ets.org/gre/revised_general/register/centers_dates/) to find a test center near you.

◆GRE GENERAL◆ REIMBURSEMENT REQUEST

DANTES Form 1560/49

(Revised July 2013: All previous editions are obsolete)

Reimbursement is not authorized without a copy of the official "GRE Examinee Score Report"

SECTION 1: Applicant Information

1. Name (Last, First, M.I.):

2. Mailing address (print):

(city) (state)

(zip code)

3. Commercial home phone: ()

4. Rank:

5. SSN: - -

6. DOB (MM/DD/YY):

7. Command:

8. If Active Duty (choose only one):

- ☐ Army ☐ Navy ☐ Air Force
☐ Marine Corps ☐ Coast Guard

9. If National Guard/Reserve (choose only one):

Guard ☐ Army ☐ Air Guard

Reserve ☐ Army ☐ Air Force
☐ Navy ☐ Marine Corps
☐ Coast Guard

SECTION II: Examination Information

1. May be used for the GRE General exam only.

2. Date administered (MM/DD/YY):

3. Taken at: City: State/County:

4. Test fee (one administration only): \$

Note: Expenses such as rescheduling, cancellation, late arrival, or forfeiture fees, credit card interest, or travel expenses are not reimbursable

5. Attach a legible copy of the official "GRE Examinee Score report."

SECTION III: Examinee Certification

Examinee

- I agree to seek reimbursement within 90 days of the GRE General test date.
- I certify this is my first DANTES-funded GRE General administration and understand this includes paper-based administrations previously offered at DANTES Test Sites or computer-based versions of the exam.
- I further certify that my current "Geneva Conventions" Identification Card will not expire before I take the GRE General exam.

Signature:

Date (MM/DD/YY):

Commercial duty phone: ()

Email:

SECTION IV: Reimbursement Process

1. Credit card:

Only the account the GRE General test fee was charged to will be credited. Please check on of the following:

- ☐ Master Card ☐ Visa ☐ American Express

Credit card number: - -

Expiration Date (Month/Year): /

2. Check or voucher:

- If you paid the GRE General test fee by voucher or check, you will be reimbursed via check from Prometric.
- The address in Section I: Block 2 must be valid for 90 days.

Submit completed form with a copy of the official "GRE Examinee Score Report" to:

Prometric
7941 Corporate Drive
Nottingham, MD 21236

IMPORTANT

Read the *Privacy Act Statement* on the instructions included with this form.

SECTION V: DANTES Official Certification

Cannot be certified by Prometric Test Center Personnel

DANTES Official Only:

- I certify that I am the DANTES Test Control Officer (TCO) or ATCO.
- I have verified that the Service member has a current "Geneva Conventions" Identification Card and meets the GRE General eligibility requirements as stated in the *DANTES Examination Program Handbook* (DEPH).

Print name:

Signature:

Date (MM/DD/YY):

Commercial duty phone: ()

DANTES Test Site address:

DANTES Test Site ID Number:

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Data Required by the Privacy Act of 1974 (5 U.S.C. 552a) Authority: 5 U.S.C. 301

Note: This Privacy Act Statement applies to all information on this form.

- a. **PURPOSE:** To authorize reimbursement of the GRE General administered at National Test Centers.
- b. **ROUTINE USE:** Use of the Social Security Number is necessary to make positive identification of an individual's record.
- c. **MANDATORY OR VOLUNTARY DISCLOSURE AND RESULT OF FAILURE TO PROVIDE INFORMATION:** Disclosure of all information, including Social Security Number is voluntary. **Failure to provide all information** listed on the form will complicate, delay, or possibly prevent the administrative actions necessary for reimbursement.

Instructions for using the GRE General Reimbursement Request Form

DANTES Test Control Officer	Examinee
<p>Please refer to the <i>DANTES Examination Program Handbook</i> (DEPH) GRE Chapter 7, for reimbursement responsibilities and instructions.</p>	<ul style="list-style-type: none"> • Contact the nearest DANTES Test Site* after receiving the official "GRE Examinee Score report" (approximately <u>2 weeks</u> after testing or longer for overseas administrations). • Complete each section of the GRE General Reimbursement Request Form 1560/49. • Ensure a DANTES TCO/ATCO (not Prometric test center personnel) completes and signs Section V. • Submit within 90 days of taking the GRE General. <p>Credit Card Payment: Prometric issues the credit to the examinee's credit card account.</p> <ul style="list-style-type: none"> • Credit card information in Section IV must be the same as the card initially charged. • Allow 2 monthly billing cycles AFTER the form is received at Prometric for the credit to appear. <p>Examinees should not inquire about the status of their reimbursement until:</p> <ul style="list-style-type: none"> • After the appropriate waiting period of 8 weeks, • And contacting their credit card company. <p>*For DANTES Test Control Officers and locations, email DANTES at exams@navy.mil or call (850) 452-1111 x 3245.</p>

This form is no longer available through the DANTES Distribution Center. Download the printable version from the DANTES Web site at: http://www.dantes.doded.mil/Programs/Exams_GRE.html