

I WOULD LIKE TO GET A TEACHING DEGREE

Perhaps you're wondering what type of career you can pursue that will be both meaningful and progressive. Teaching offers an opportunity for you to affect the world by informing, enlightening and guiding young minds. Teaching is also a career filled with growth potential. If you enjoy helping students grow in knowledge and understanding, then teaching may be right for you.



PRAXIS

The Praxis Series tests are American teacher certification exams written and administered by the Educational Testing Service.

Most of the Praxis® tests are delivered by computer. Some tests are offered continuously while others are offered in testing windows that occur several times a year.

Service Member Responsibilities

NOTE: Service members are responsible for:

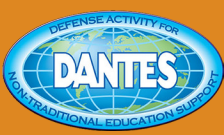
- Scheduling the respective Praxis Test
- Paying all fees associated with registration
- If eligible, completing the DANTES Reimbursement Request form (one form for each exam) and applying for reimbursement not later than 90 days after the scheduled test date.

Obtain information regarding Praxis testing policies, test fees, registration procedures, and identifying the nearest Test center by visiting the [ETS website](#) and downloading the current *"Praxis Series Information Bulletin"*.

Funding Eligibility

ETS recently announced paper-based Praxis administrations at DANTES Test Sites will no longer be supported effective June 30, 2014.

Effective 1 October 2014, DANTES reimburses the test fee for only one administration of the Praxis I (complete or partial) and one administration of the Praxis II: Subject Assessments, which includes the PLT, per lifetime.



DANTES reimburses the test fee only for eligible military personnel. Carefully review the rescheduling and cancellation sections in the “Praxis Series Information Bulletin” as Service members are responsible for paying all fees charged for these services.

Service members must, at the time of testing, possess a current, Uniformed Services Geneva Conventions Identification Card (CAC) and meet the following requirements:

- Have never taken a DANTES-funded paper-based or computer-based Praxis exam.
- Agree to apply for reimbursement within 90 days of the scheduled test date.

After receiving the Official Examinee Score Report, review the instructions carefully and legibly complete all required sections of the current “*DANTES Reimbursement Request*” Form. **Obsolete forms will not be accepted. Incomplete or illegible forms cannot be processed.**

Visit your military education center for assistance, or contact DANTES at exams@navy.mil to locate DANTES personnel near you.

Registration

Visit the [ETS website](#) for information regarding registration and test dates at a National Test Center.

Retest Restrictions

Retests are not funded or reimbursed by DANTES.

Scoring and Reporting

Visit the [PRAXIS website](#) for score receipt and reporting information.

DANTES EXAMS REIMBURSEMENT REQUEST FORM

DANTES Form 1560/50 (October 2014)

Reimbursement is not authorized without a copy of the “OFFICIAL” Score Report

SELECT ONLY ONE PROGRAM

SECTION I: Applicant Information

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

2. Mailing address (U.S. P.O. Box not acceptable/must be valid for 90 days):

(city) (state)
(zip code)

3. Commercial home phone:

4. Rank:

5. SSN:

6. DOB (MM/DD/YY):

7. Command:

8. If Active Duty (choose one):

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

SECTION II: Examination Information

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

2. Taken at: City:

State/County:

3. 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.

4. The completed reimbursement package must include a legible copy of the “OFFICIAL” Score Report and receipt for test fee payment.

SECTION III: Examinee Certification

Examinee (electronically sign using CAC ID certificate)

- I agree to seek reimbursement within 90 days of the test date.
- I certify my current Geneva Conventions “Uniformed Services” CAC Identification Card will not expire before I take the exam.

Signature:

Date (MM/DD/YY):

Commercial duty phone:

Email:

SECTION IV: Reimbursement Process

1. Regardless of form of payment used, reimbursement of the test fee will be distributed into your military pay bank account*.
*Coast Guard members will receive reimbursement via a U.S. Treasury check sent to the mailing address provided in Section I.

2. Submit completed form and attachments listed in SECTION II, to:

DANTES
ATTN: Code 20C3
6490 Saufley Field Road
Pensacola, FL 32509-5243

Funding Information

DANTES reimburses eligible Service members the test administration fee for the following exams when meeting a Service or education requirement;

- GRE revised General: [1] per lifetime
- GRE Subject: [1] per lifetime
- GMAT: [1] per lifetime
- Praxis Series:
 - Praxis I (complete or partial battery): [1] per lifetime
 - Praxis II: Test Structure & Content (or)
 - Principles of Learning & Teaching (PLT): [1] per lifetime

Retests of the GRE revised General, GRE Subject, GMAT and Praxis Series exams are not funded or reimbursed by DANTES. Registration, application, cancellation and all other fees are not funded or reimbursed by DANTES.

Reimbursement Instructions

Submit SEPARATE FORMS for each program with official score report(s) to the address in SECTION IV, within 90 days of the test date.

- Official GRE revised General Score Report is available online approximately 10-15 days after testing, 6 weeks for GRE Subject. Visit www.ets.org
- Official GMAT Score Report is available online approximately 20 calendar days after testing. Visit www.mba.com
- Official Praxis Score Report is available online approximately 2-3 weeks after testing. Visit www.ets.org

Expect reimbursement to your military pay bank account approximately 6 weeks AFTER receipt by DANTES.

- Reimbursement action will not be reflected on your L.E.S.
- Verify receipt with a bank representative prior to contacting DANTES.
- Coast Guard members will receive reimbursement via a U.S. Treasury check sent to the mailing address provided in Section I.

- a. **PURPOSE:** To authorize reimbursement of the GRE General, GRE Subject, GMAT and Praxis exams 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.

DANTES Exams Reimbursement Request Form 1560/50 (October 2014).

Available at: www.dantes.doded.mil

Replaces all previous editions of DANTES Form 1560/47, 48 and 49.