

# Fees and Special Services

- All PCAT fees are listed in the "PCAT 2017 Fee Schedule" at [www.PCATweb.info](http://www.PCATweb.info).
- All PCAT fee payments are processed immediately upon receipt.
- Processing of fee payments does not ensure that you will receive your preferred testing date, time, or location or be admitted to the test.
- If your registration does not meet the requirements in the most recent version of the CIB on the PCAT website, your registration with Pearson and your scheduling with Pearson VUE may be canceled.
- All PCAT fees are subject to change without notice.

## Registration Fees

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### Registration Fee

Paying the registration fee entitles you to:

- Register online at the PCAT website and schedule with Pearson VUE
- Take the test as long as all requirements and deadlines are met
- Receive an unofficial Preliminary Score Report given at your Pearson VUE Test Center
- Access your printable Official Score Report online for one year from your test date
  - There is a yearly fee that you will need to pay for each year beyond the first year that you wish to access your printable Official Score Report.
- Send Official Transcripts to three recipients that you specify at registration
  - If you wish to add recipients after you submit your registration, you **must** pay the Additional Transcript Fee for each recipient requested.

### Late Registration Fee

You receive all the same things as the Registration Fee, as long as you meet all the requirements and deadlines.

## Online Practice Tests and Study Guide

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- **Online Multiple-Choice Practice Test:** Includes access to practice tests for the four PCAT multiple-choice subtests and provides a printable diagnostic score report for each subtest and for the Composite score. Fees are nonrefundable.

- **Online Writing Practice Test:** Includes access to practice tests for the PCAT Writing subtest and allows you to compose an essay, score it using an electronic scoring system, and print out a score report. Fees are nonrefundable.
- **PCAT Study Guide:** A downloadable document with complete information about the structure and contents of the PCAT, scoring information and sample essays for the Writing subtest, and examples of test items for each content objective assessed for the multiple-choice subtests. Fee is nonrefundable.

See “Practice Test” on [www.PCATweb.info](http://www.PCATweb.info) for more information.

## Requesting Additional Official Score Reports

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- PCAT scores are available for reporting up to 5 years after your test date.
- Your PCAT Registration Fee includes access to your PCAT score for one year from your exam date.
- If you need to purchase another copy of your Official Score Report, log in to your PCAT account at [www.PCATweb.info](http://www.PCATweb.info) and select “Score Report” from the top menu.
- You will be able to view your additional Official Score Report online for one year from date of purchase.

## Requesting Additional Official Transcripts

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- Additional Official Transcripts may be requested by logging in to your PCAT account at [www.PCATweb.info](http://www.PCATweb.info) and selecting “Transcripts” from the top menu. You must pay a fee for each Official Transcript recipient request made **after** you submit your registration. If you choose not to designate three score recipients when you register or if you wish to add additional score recipients, you **must** pay the fee for each additional recipient requested.
- Pearson will send additional Official Transcripts within two weeks of the receipt of your request.
- If your request for additional Official Transcripts is received during a PCAT testing window, it will be processed when scores are released. It takes approximately 2 to 3 weeks from the date you mail your request for the school to receive your Official Transcript and get it to the proper department. Check with the school to ensure that the Official Transcript was received.
- Up to five previous tests earned within 5 years prior to the date that Official Transcripts are requested will be included, with percentile ranks earned before July 2016 converted to equivalent current percentile ranks.
- Scores more than 5 years old, invalidated scores, or test results when the “No Score” option is chosen are not reported.

## Verifying Your Scores

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**Before you request a verification (for the four multiple-choice subtests) or rescore (for the Writing subtest), please note:**

- Official Scores must be released before you can submit your verification or rescore request.

- Pearson's scoring methods are highly reliable and accurate. Rarely does rescoring the multiple-choice subtests or the Writing subtest result in a score change.
- The Verification Fee does **not** entitle you to a copy of the test items or your essay.
- If a score changes as a result of rescoring your multiple-choice subtests, your corrected Official Score Report will be available online, corrected Official Transcripts will be sent to any institutions you had requested, and you will be reimbursed for the Verification Fee payment.
- Please allow 10 business days for rescoring of multiple-choice subtests.
- The procedure for rescoring and reporting the Writing subtest takes longer than the procedure for rescoring the PCAT multiple-choice subtests.
- If rescoring your Writing subtest results in a score that is either higher or lower than your original score, you will not be reimbursed due to the processing fees incurred by Pearson. However, a corrected Official Score Report will be available online, and corrected Official Transcripts will be sent to any institutions that you had requested.
- To have your multiple-choice scores verified by rescoring and/or your Writing subtest rescored, write to Pearson and include the following:
  - The name of the test—PCAT
  - The date you took the PCAT
  - Your complete name and your PCAT CID
  - A money order displaying your name made payable to Pearson to request only a rescoring of the multiple-choice subtests, only a rescoring of the Writing subtest, or both

Mail your request along with the fee payment to the appropriate address listed in the “Contact Us” section on pages 2–3 of this booklet.

**All requests and fees must be received no later than 60 days following the end of the testing window in which you took your exam.**

## Rescheduling Your Exam With Pearson VUE

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- You must log in at the Pearson VUE website, click on your upcoming appointment, and then click “Reschedule” to reschedule your test date.
 

**Note:** If your appointment was scheduled with approved ADA or ADAAA accommodations, you must call Pearson VUE Accommodations at 1-800-466-0450 first to reschedule your appointment.
- To reschedule your exam **within the same testing window**, you will need to follow the procedures described at the Pearson VUE website: [www.pearsonvue.com/pcat](http://www.pearsonvue.com/pcat).
- You will receive a “Registration Rescheduled” email to confirm this change.

- You cannot reschedule an exam to a different testing window than you originally registered for.

## Canceling Your Registration

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- To cancel your registration online, you need the same credit card you used for registration.
- To receive a partial refund of your Registration Fee, you must complete these two steps prior to the cancellation deadline for the appropriate testing window:
  - 1) Cancel your appointment at Pearson VUE ([www.pearsonvue.com/pcat](http://www.pearsonvue.com/pcat))

**Note:** If your appointment was scheduled with approved ADA or ADAAA accommodations, you must call Pearson VUE Accommodations at 1-800-466-0450 first to cancel your appointment.
  - 2) Cancel your registration on the PCAT site (<https://tpc-etesting.com/pcat/>)
- If you cancel your registration by the cancellation deadline, you will receive a refund equivalent to half of the original Registration Fee. The remainder of your Registration Fee, and of any additional fees paid at the time of registration, is retained to cover necessary expenses for processing your registration and holding space at the Test Center. Refunds are in U.S. dollars. Cash refunds are not available. Refunds are not given if you do not follow the cancellation procedures.
- If you have lost your credit card or it has been replaced since you registered, you may still cancel your PCAT registration online. It takes approximately 6–8 weeks for the refund to be sent to the address supplied on your PCAT profile. If your address has changed or if you wish to confirm the mailing address on file, please email PCAT Customer Relations with your correct address within three (3) business days of requesting the cancellation.