



# LSAT<sup>®</sup> & LSAC Credential Assembly Service<sup>SM</sup> (CAS<sup>SM</sup>) Refund Request Form

\_\_\_\_\_  
Last Name First Name Middle Initial

\_\_\_\_\_  
Last Four Digits of Social Security or Social Insurance Number Date of Birth (MM/DD/YYYY) Phone Number

\_\_\_\_\_  
Street Address or PO Box; include apartment number, if applicable

\_\_\_\_\_  
City State/Province US Zip/Postal Code Country

\_\_\_\_\_  
Test Center Number LSAC Account Number **L**

**Note:** Please check if new address.

LSAT fees are only partially refundable due to the fact that processing costs are incurred in the registration process, regardless of whether you actually take the test.

In accordance with LSAC's refund policy, please process my refund request for the service(s) checked below:

## LSAT

June 2018	November 2018	March 2019
July 2018	January 2019	June 2019
September/October 2018		

**Note:** A completed and signed request must be received by the applicable receipt deadline (deadlines located on LSAC.org), or it will **not** be processed. If your request for a refund is not received by the applicable receipt deadline date as specified at LSAC.org, you may still withdraw your registration. Access your LSAC.org account and navigate to the LSAT tab and LSAT status page. Follow the instructions to withdraw your test registration by the specified withdrawal deadline. Withdrawing your registration will prevent an absentee notation from appearing on your LSAT Law School Report. Withdrawals cannot be rescinded. Refund request deadlines will **not** be extended for those who submit a request form that is incomplete or is missing a signature.

## LSAC Credential Assembly Service (CAS)

CAS Registration

**Note:** CAS fees are only partially refundable due to the fact that processing costs are incurred in the registration process, regardless of whether you actually use the service. CAS fees are not refundable if transcript summarization has begun, **or** if any letter of recommendation/evaluation has been received, **or** if any electronic applications have been sent to LSAC for processing, **or** if your CAS registration has expired. Should you need CAS reporting in the future, it will be necessary for you to completely reregister and pay full CAS fees.

**Important:** Read the following statement. Sign your name and enter the date. If the statement is not signed and dated, it will **not** be processed.

The Law School Admission Council<sup>™</sup> (LSAC<sup>®</sup>) will not process this form if this statement has been modified or altered in any way.

I authorize LSAC to process a refund for my LSAT/CAS file, as requested above. I certify that I have read LSAC's policies at LSAC.org and am aware that my account will be refunded and my registration will be canceled in accordance with published refund policies.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return this form to:** Law School Admission Council  
Refund Request  
662 Penn Street  
PO BOX 2000-T  
Newtown PA 18940-0995  
USA

**Fax** to 215.968.1277 or scan and **email** to LSACrefunds@LSAC.org.