



# ONLINE SKILLS EXAM REVIEW REQUEST FORM

NAME \_\_\_\_\_ NCRA MEMBER NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAYTIME PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

The deadline for submitting a review request for this exam is **15 days from receipt of your official results letter**. Requests submitted after the deadline will be returned without consideration. Please allow a minimum of 10 business days to process your request.

Candidates will receive a generalized overview of the number of errors on their test in the following categories:

- Drops
- Punctuation
- Tenses
- Wrong words (substitution)
- Misspelled word(s)

*Note: We cannot return marked copies of actual exams or specific exam material.*

I have read and understand NCRA's Skills Test Review Policy (*above*).

I am requesting a review of my Skills Test (*please select from below*).

Test to review:  RPRL  RPRJ  RPRT  RMRL  RMRJ  RMRT  CRR  CRC

The fee to review your test(s) is \$35 per test. Please fill out the credit card information below.

**Method of payment:**  Visa  MasterCard  American Express  Discover

ACCOUNT NUMBER \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_ SECURITY CODE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

## SUBMIT TO NCRA

Please save the completed form and send via:

Email: [testing@ncra.org](mailto:testing@ncra.org)

Mail: National Court Reporters Association, 12030 Sunrise Valley Dr., Suite 400, Reston, VA 20191

Fax: 703-391-0629

## QUESTIONS?

Please call 800-272-6272.