Lee Kong Chian School of Medicine: Financial Assistance for the UCAT Test

The information below is provided for schools wishing to support their students by paying their UCAT test fees. We outline two options for schools in this circumstance.

The UCAT test fee is payable at the time of booking. The following test fees apply in 2023:

- Tests taken in the UK: 70 GBP (approximately SGD\$116)
- Tests taken outside the UK: 115 GBP (approximately SGD\$191)

Option 1: Payment by Credit or Debit Card

Schools can pay by credit card or debit card when the student books their test. Students should be advised to first create a UCAT account. If the student makes the test booking in the presence of a member of school staff, payment can be made using a school credit or debit card.

If a test is cancelled, payment will be refunded to the credit/debit card. Vouchers purchased through option 2 are non-refundable.

Option 2: Payment by UCAT International Voucher

The UCAT International Voucher offers another way to pay for tests taken outside the UK. Schools or other organisations can buy vouchers in advance for their students to use as payment to book a test.

- Vouchers can be purchased singly or in volume.
- All vouchers are pre-paid. Vouchers are non-refundable and non-returnable.
- Vouchers can be purchased until midnight (local time) on 18th September 2023.
- Vouchers must be redeemed by midnight (local time) on 28th September 2023.
- Vouchers are only valid for tests taken outside the UK during the 2023 UCAT test cycle (10 July 28 September 2023).

To purchase a UCAT International Voucher please visit the <u>Pearson VUE UCAT Voucher Store</u> and follow these steps:

Step 1: Select the correct voucher order form

At the bottom of the UCAT voucher store page select the correct voucher order form for your region from the following choices:

- Americas
- Asia-Pacific
- Europe, Middle East, Africa

Step 2: Download the voucher order form

- You must download the voucher form **do not** fill it out on the web.
- You can change your browser to download PDFs instead of opening OR you can download the PDF when viewing it in your browser.
- Open the form using Adobe Acrobat Reader (which can be downloaded for free from Adobe).

Step 3: Complete the voucher order form

- Please note: you cannot save data typed into the form.
- DO NOT enter any special characters (ö, ä, é, etc.) on the form.

- Please fill out ALL required fields that are marked with an asterisk (*).
- Payment by credit card results in the fastest service.

Example completed Asia-Pacific order form:

Business Hours: 9:00 am - 6:00 pm local time

Pearson VUE Voucher Sales Order

Telephone: Contact Voucher Store | Fax: +91 120 400 1622 | Email: PVAPVouchers@pearson.com

Form completion. To place a voucher order, fill out the order form in its entirety. Fields with * are required.

Form Submission.

You can submit this form via fax, e-mail or online. The easiest way is to click the "Submit" button which transmits your voucher order directly to Pearson VUE. Make sure to print the completed form for your records.

Processing Time.

Orders are processed within 4 business days from the time of submission. However, vouchers are not created until payment has been approved and processed. The processing of check payment can take considerably longer. For faster service, we suggest payment by credit card.

Sponsor notes. Many sponsors require minimum voucher purchase quantities, have varying expiration dates, and/ or offer discounts on high volume orders. See sponsor requirements at pearsonvue.com/ vouchers

Payment. We accept VISA, Mastercard, AMEX, check and money transfers. If you are paying by check or bank transfer, you will receive an invoice confirming the order along with detailed information about how to make your payment.

Site ID: *Order Date: 2023-05+	PO#:	Restrictions apply. <u>Read more.</u>
Bill To:	Ship To:	
This is my first voucher order with Pearson VUE.	Same as "Bill To" infor	rmation.
*Company Name: Example Company	Company Name:	
*Name: Example Name	Name:	
*Email: example@emailprovider.com	Email:	
*Country: Singapore *Tax Payer ID:xxxx	Country:	Tax Payer ID:
*Full Example Address Address: XXXX XXXX	Full Address:	
*Phone: XXXXXXXXX Fax:	Phone:	Fax:

Visit <u>www.pearsonvue.com/vouchers/pricelist/</u> for current voucher pricing. Please Note: CompTIA exams may no longer be ordered from this form.

QTY	Voucher Type		Unit Price	Total
01	UCAT International Exam Voucher	•	115.00	115.00
		•		
		•		
		•		
		•		
			Subtotal:	115.00
	ropriate TAX, if applicable, *Currency: GBP	•	Fotal Due:	115.00

METHOD OF PAYMENT *Payment Type: O AMEX O MasterCard O VISA O Check/Bank Transfer Other						
Cardholder's Name: Example Name	l					
Card Number: 1111 2222 3333 4444	Exp Date: 01/25					
Cardholder's Address: Example Address						
*I authorize Pearson VUE to charge this account with the "Total Due": 🔘 Yes 🔘 No						
*Authorized Purchaser Signature: Example Name						
Vouchers will be sent to email address provided.	Print Form Submit					

Step 4: Submit the voucher order form

- Submit the order form by clicking the "Submit" button. This transmits your voucher order directly to the Pearson VUE Voucher Store. Make sure to print the completed form for your records.
- To submit the form via email or /fax, please refer to the details at the top of the form.
- You will receive an 'order confirmation' email when the order form has been received and processed.

Step 5: Receive a voucher

- Orders are processed within 4 business days from the time of submission.
- Payment by credit card results in the fastest service (usually 2 business days).
- Where the method of payment selected is cheque or bank transfer, an invoice will be issued confirming the order along with detailed information about how to make payment.
- Vouchers are only issued once payment has been processed and received.
- Vouchers will be sent to the email address provided on the order form.
- Questions about purchasing a voucher should be directed to the <u>Voucher Store</u> in your region.

Step 6: Redeem the voucher

- Schools should provide individual vouchers to their students as appropriate.
- UCAT Candidates can redeem the voucher during the payment stage of the booking process.
- Select the option 'add a voucher or promo code' and enter the voucher number.
- Follow the steps to complete the booking process.
- If a test booked using a voucher is cancelled the same voucher can be re-used to book another test (for that candidate or another candidate).