Please email the following to IELTSaustin@inlingua.com or drop them off at the IELTS office:

**(1) A copy of your passport** showing your photograph and all pertinent information. - Unreadable passports may result in non-refundable canceled applications.

**(2) Appropriate Fee using this completed credit card authorization f**orm. - $230 Test Fee / EOR Fee, $50 Cancellation / Transfer, $20 Additional TRF Fee. If you prefer, you may also **send a money order**, made out to **inlingua Language Services**, and mailed to 3818 Spicewood Springs Rd, Ste. 300 Austin, TX 78759 three weeks before the requested test date.

**Note:** \*All applications must use this payment form even if paying at the test center. \*Send documents within 5 days of application. \*Sending multiple copies of this form for a specific date can result in multiple non-refundable charges. \*You will receive another email after your application has been processed. \*There are no refunds given for a transfer/cancellation request within 5 weeks of a test. \*Please send separate payment forms for each test date. \*Official receipts are sent with your results.

**CREDIT CARD AUTHORIZATION FORM**

**PASSPORT NUMBER:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CANDIDATE’S NAME:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (exactly as in the passport)

**TEST DATE REQUESTED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **DO YOU WANT A LATER DATE IF YOUR DATE IS** **CLOSED**? YES/ NO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **E‐MAIL ADDRESS:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (check carefully)

**Mailing Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**State** \_\_\_\_\_\_\_\_\_\_\_\_ **Zip** \_\_\_\_\_\_\_\_\_\_

***I authorize inlingua Language Services to charge my credit card, as indicated below, and I agree to be bound by the IELTS payment, cancellation, postponement, and refund policies as outlined on the IELTS Application Form as well as the inlingua and IELTS websites***.

**NAME ON CARD:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CARD TYPE: VISA/ MC/ DISCOVER/ AMEX

**CARD NUMBER :**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( write clearly)

**EXPIRATION DATE:** \_\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_ (month) (year)

**SECURITY CODE:** \_\_\_\_\_\_\_\_\_\_\_ (on back of card)

**DESCRIPTION OF CHARGE:**  IELTS Test Fee/ EOR Fee ($230), Cancellation/Transfer Fee ($50), Extra TRF Fee ($20)

**AMOUNT TO BE CHARGED**: US$ \_\_\_\_\_\_\_\_\_\_\_\_\_

**CARD HOLDER’S SIGNATURE**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **TODAY’S DATE**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_