



# MICHIGAN TEST FOR TEACHER CERTIFICATION

## Practice Test Voucher Order Form

<b>Organization Name</b>	
<b>Name of Requester</b>	
<b>Title</b>	
<b>Email Address</b>	
<b>Telephone Number</b>	
<b>Date of Order</b>	

Each candidate may apply one voucher to their purchase of an MTTC practice test. If the candidate uses a voucher in a dollar amount that is less than the full practice test fee, the candidate must pay the balance of the practice test fee by credit card.

To order vouchers:

1. See [www.mttc.nesinc.com](http://www.mttc.nesinc.com) for available practice tests and prices.
2. Indicate the number of vouchers you are ordering for each test field.
3. Calculate the total order cost.
4. Enter PO or check number.

<b>Test</b>	<b>Number of Vouchers</b>	<b>Voucher Amount (\$)</b>	<b>Total Purchase (=)</b>
<b>Total Amount:</b>			

Vouchers will be sent via email to the above requester, within 2 weeks after receipt of the completed form and purchase order or payment. Vouchers will be valid for a period of 12 months from the date they are generated.

Please attach form of payment for the amount of the order:

Purchase Order number: \_\_\_\_\_, or  
Prepaid check number: \_\_\_\_\_

If you wish to use a credit card to purchase vouchers, email [estestvoucher@pearson.com](mailto:estestvoucher@pearson.com) for further instructions. DO NOT include credit card information on the voucher request form or in an email. (Visa and Mastercard only)

**Purchase Orders only:**

**Email: [estestvoucher@pearson.com](mailto:estestvoucher@pearson.com)**

**Mail to:**

**Attention: Finance  
Evaluation Systems, Pearson  
300 Venture Way  
Hadley, MA 01035**

Vouchers that have expired unused will be replaced by Pearson upon request as a one-time courtesy and sent to the organization after the original voucher expiration date. Therefore, no refund or credit is available to the organization for expired vouchers. Vouchers are single use vouchers, valid for one purchase up to the maximum voucher amount. Vouchers that are issued to a candidate and are used by a candidate to register and pay for preparation materials are not refundable to the organization or to the candidate.