

School/Location:

## Educator SAT Fee Waiver Codes Tracking Form

School/Agency Code:  School Year:  For Schools Only: SAT® fee waiver codes are available in the Download Center of the College Board K-12 score reporting portal. Counselors and administrators with K-12 detail- or summary-level view may access a list of fee waiver codes in the portal by selecting the Downloads tab and choosing the Custom Reports from College Board option.  We encourage you to use this optional tool to track the distribution of fee waiver codes for your team and eligible students.											
						Date Retrieved from Portal	Fee Waiver Code	Counselor Assigned	Student First Name	Student Last Name	Date Distributed to Student

## Notes:

- If you need assistance accessing the K-12 score reporting portal, please ask your school's access manager to grant you detail or summary access, or call customer service. Customer service can be reached at 888-SAT-HELP (domestic), +1 212-520-8600 (international), or sateducator@collegeboard.org. The K-12 score reporting portal Help webpage may also be of assistance.
- Students can also request a fee waiver directly from College Board. Eligible students can receive SAT fee waiver benefits
  by logging in to their College Board account and submitting a request. Learn more at satsuite.collegeboard.org/sat/
  registration/fee-waivers.

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