



**ACCEPTABLE PAYMENT METHODS**

- Credit/debit card (American Express, Discover, JCB, MasterCard and VISA)  
Any debit/credit card branded with one of the above five accepted credit card logos can be processed.
- Electronic check (e-check). Funds must be from a U.S. bank.
- Bank check
- Money order
- U.S. Postal Service money order

**PAYMENT POLICIES**

- All fees are stated in U.S. dollars.
- All payments must be for the full amount.
- Payments made by check or money order must be made payable to **ETS–Texas Educator**.
- If paying by check, please comply with the following:
  - Bank name and address should be preprinted on the face of the check.
  - Check must have a **preprinted** check number.
  - Check must include examinee/payee name and address.
  - Check date CANNOT be over 90 days old.
- Checks missing the preprinted name and address and checks with typewritten names are not acceptable.
- Checks and money orders must be received within 90 days of the date on the payment and have the correct numeric and written dollar amount printed or written on them.
- A check in U.S. dollars must be drawn on a bank in the U.S. or Canada. Checks payable in other currencies must be drawn on banks in the same countries as the currencies. By sending your check, be aware that you are authorizing ETS, at its discretion, to use the information on your check to make a one-time electronic debit from your account for the amount of your check; no additional amount will be added.
- If you do not include the correct fee or if you do not have sufficient credit or funds in your account, your request for service will be returned.
- Fees quoted are exclusive of any Sales and Use, Value-Added or similar taxes.
- Services may be withheld for nonpayment of fees.
- Service fees are nonrefundable.
- Cash payments cannot be accepted.

Copyright © 2010 by Texas Education Agency (TEA). All rights reserved.

The Texas Education Agency logo and TEA are registered trademarks of Texas Education Agency. Texas Examinations of Educator Standards, TExES, the TExES logo, Texas Examinations for Master Teachers, TExMaT, Texas Assessment of Sign Communication, TASC, Texas Assessment of Sign Communication–American Sign Language and TASC–ASL are trademarks of Texas Education Agency. Other products, services, and brand names mentioned herein may be trademarks of their respective owners.