



Written Cancellation Requests

For up to six (6) calendar days after the test date, LSAC will accept LSAT score cancellation requests in the form of a signed fax, overnight letter, or the Score Cancellation Form below. Test takers at overseas centers should fax their cancellation requests. Expedited mail from overseas locations may not reach LSAC by the deadline. Requests received after this deadline are not valid and will not be processed. No other form of score cancellation request—such as e-mail, Mailgram, voice mail, or telegram—will be accepted, as all score cancellation requests must include the test taker’s signature. Valid score cancellation requests must include your statement that you wish to cancel your LSAT score, your name, LSAC account number, the test date, test center name, test center number, and your signature (unsigned cancellation requests will not be processed).

Send your request to LSAC, Score Cancellation, 662 Penn Street, Box 2000-T, Newtown, PA 18940-0995 or fax 215.968.1277. Note: LSAC recommends that you keep proof that your cancellation request was received by LSAC. Shortly after your score cancellation request is processed, LSAC will mail/e-mail you a confirmation. If you do not receive this confirmation within four (4) calendar days after your request was submitted, contact LSAC immediately to verify that your request was processed. Online account users

can confirm that their cancellation request has been processed by reviewing the ACCOUNT STATUS tab on their online account. You can also confirm processing of your score cancellation request by calling LSAC’s automated voice response system at 215.968.1001; allow at least three (3) days for your request to be processed before you call. If it appears that your score cancellation request was not received by the deadline or has not been processed, you may submit proof that LSAC received your score cancellation request within the required period. However, no such documentation will be accepted beyond fourteen (14) calendar days after the test.

Score Cancellation Policies

If you cancel your LSAT score, you will not receive a score or a copy of your answer sheet. You will, however, receive an LSAT Candidate Report indicating a score cancellation and, if you took a disclosed test, a copy of the test questions and the credited responses for the scored sections. Law school reports will reflect that your score was canceled at your request; this advises the law schools that you were exposed to test questions. There are no refunds for canceled scores. It is your responsibility to ensure that your score cancellation was received and properly processed by LSAC. Once scores are released, they become a permanent part of your record and cannot be canceled for any reason.

LSAT Score Cancellation Form—LSAC recommends that you keep a copy of this form and proof that LSAC received your cancellation request by the deadline for your records.

Please cancel my score for the test date shown below.

This form must be faxed or mailed directly to LSAC via some form of overnight mail service to ensure LSAC’s receipt within six (6) calendar days after the test date. Do not give this form to the supervisor. This form must be signed. Forms without a signature will not be processed.

Once LSAC receives your on-time request, you will not be able to rescind your decision to cancel your score, nor will you be able to receive your score or a copy of your answer sheet for the test. LSAC will notify law schools that your score was canceled at your request. Once scores have been canceled, they will not be reinstated for any reason. The fax number for Test Administration is 215.968.1277.

Name (Please print)

Signature (Do not print)

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LSAC Account Number

Today’s Date

Test Date

Test Center Number