## Texas Southern University – 3100 Cleburne Street– Houston, Texas 77004 University Testing Education Building Basement Level Room 7 Office: (713) 313-6838 Fax (713)313-7545

Web Site: www.tsu.edu/testing

## **HOW TO REQUEST A REMOTE VOUCHER**

Students who live outside the state of Texas or live more than 30 miles from Texas Southern University

- STEP 1 Complete the <u>FREE</u> TSI Pre-Assessment Activity (PAA) online: https://www.tsipreview.com/welcome/texas-southern-university
- **STEP 2 Email request** to <u>testing@tsu.edu</u> with the following information.
  - -Subject Line: <u>TSI Remote Voucher Request for</u> (Student's Name)
  - -Date of Birth
  - -Student's Full Legal Name
  - -T Number (begins with T00)
  - -Complete Address (city, state, zip code) No PO Box's
  - -Telephone Number with area code
  - -Student's email address
  - -Gender
- STEP 3 Pay the \$30 TSI Testing Fee online payable to Texas Southern University.

https://secure.touchnet.com/C21492\_ustores/web/store\_main.jsp?STOREID=2&SINGLESTORE=true

- STEP 4 Wait to receive your voucher via email from <u>Accuplacer</u> within 2 days of your initial email for the TSI Exam.
- STEP 5 Contact the remote testing center located on your voucher to schedule an appointment (additional testing fees may apply).
- You must have your unexpired government issued photo ID <u>and</u> a print out your voucher when you arrive at the remote testing site on the day of your appointment.