

Hand Score Request Form

Candidates who believe that their examinations were not scored correctly may request hand verification of their computer-based testing responses. **All hand score requests must be submitted within 30 days following the date that the examination results were disseminated. There is a fee associated with a Hand Score Request.** This fee will be refunded if it is determined that the candidate's examination was scored incorrectly. **Please contact your Regional Office for payment instructions.**

The processing time for Hand Scoring requests is 8-10 weeks.

Candidate Name (please print) _____

Candidate ID Number								
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Address _____

Phone Number _____

Email Address _____

Testing Site _____

City

State/Province

Country

Terms and Conditions: By signing this form, I acknowledge and understand that I am requesting a hand score of my computer-based testing responses, that there is a fee for this service and that a recalculation of points will only be awarded if a scoring error is discovered.

Signature

Date

Please see the [IBCLC Programme Fee Guide](#) for associated fees. You may contact your Regional Office for payment information:

Americas & Israel: iblce@iblce.org

Europe, The Middle East & North Africa: eume@iblce.org

Asia Pacific & Africa: apaadmin@iblce.org