



## **Customer Service Document Reprint Policy**

Those who have already received official documents from SOFAD may request a reprint of these documents, using the appropriate form.

The reprint request should be accompanied by a fee of \$10 per exam, plus applicable taxes.

The following documents will be reprinted:

- transcript;
- reference letter;
- the reference, if relevant;
- exam retake letter, if relevant;
- the document *After Sitting an Exam*;
- receipt of payment.

The \$10 fee covers mailing costs.