

Instructions for Returning Boxed Materials to Pearson:

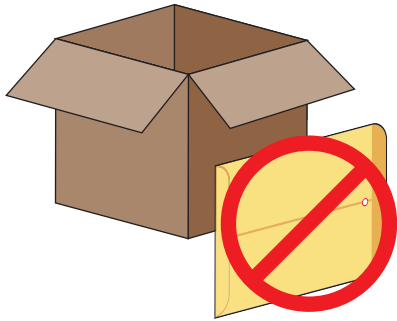
1 Find an Original Box

Re-use the original box that contained the test materials from Pearson.

If you no longer have this box, use a new or "almost new" corrugated box.

Do not use the following for shipping your test materials back:

- Xerox paper boxes
- Shoe boxes
- Gift boxes
- Refrigerator boxes
- Shipping Envelopes



2 Fill the Box

If you are unable to fill a box completely, use the following materials to protect test documents during shipping:

- Bubble wrap
- Cardboard pieces
- Styrofoam
- Paper (recycled paper, Kraft paper)

Do not use newsprint to protect test documents.



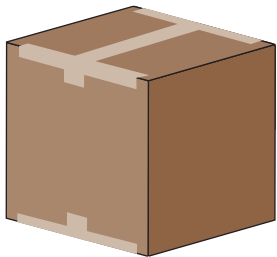
3 Tape the Box

To ensure that a box is securely closed, apply three strips of tape to both the top and the bottom of the box in an "H" pattern as shown below.

Use pressure sensitive plastic or nylon reinforced tape that is at least 2" wide.

Do not use:

- Cellophane tape
- Duct tape
- Masking tape
- String or rope to seal boxes



4 Use Proper Labeling

Use the return address labels provided by Pearson in your Return Materials Kit.

After removing or crossing out any old address labels from the box, place the shipping label on the top of the box.

Do not cover tape with the shipping labels.



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