

AUTOMOTIVE SERVICE EXCELLENCE

DID YOU KNOW: You can get this same information online 24/7? Go to www.ase.com/myASE and sign up for a free account. Note: myASE is intended to be used by you alone to view your own ASE test records, not by employers or others.

ASE CERTIFICATION STATUS REQUEST FORM for technicians and other certified professionals

To obtain a certification status letter showing the ASE test(s) you have passed with the most recent expiration date(s), please complete this form and send it by mail or fax to:

ASE Certification Status Request 101 Blue Seal Drive, S.E., Suite 101 Leesburg, VA 20175 FAX: (703) 669-6122

Your Name (First name, middle initial, and last name as it appears on an ASE Admission Ticket, Score Report, Display Certificate, or Wallet Card. Please print clearly.)	Social Security Number, ASE Certificate ID Number, or Candidate ID Number (The ASE Certificate ID Number can be found on the Display Certificate or Wallet Card. It is a combination of letters and numbers plus part of your last name, e.g. AB1CD2EF3JONES. The Candidate ID (or CID) Number is a five-, six-, or seven digit number printed at the top of your Score Report.)
☐ Check here if this is a new address	
Street Address	City, State, and Zip Code
_()	_()
Daytime Telephone Number (with area code)	Fax Number (with area code)
Reason for Request	
Your Signature	Today's Date

Note: ASE will not release any information if your records are blocked. In addition, specific test scores and pass/fail/no show results are sent to you alone by mail after each test administration.

This service is provided free of charge. If you provide a fax number, the status letter will be sent by fax. Please allow 2 business days for your request to be processed.