

【Important information for voluntary test takers】

TOEIC (R) L & R IP Test (online)

The AY2020 3rd test will be held online as below.

1. Targeted students

All FULL-TIME students (as of test-taking date) who completed the pre-registration via My Momiji and are allowed to take the test

* Note that if the applicants exceed the acceptable number, the candidates will be selected by a random computerized draw, giving priority to the following students:

-Upper grade undergraduate students

-Students who have not taken the mandatory test in AY2020

*No mandatory test

2. Test period

Monday, March 1 2021, 00:00 ~ Friday, March 5 2021, 23:59

(1) The test needs to be completed within the above period.

(2) The test lasts approximately 60 minutes.

(3) Please check the volume in advance.

(4) No supplementary test will be held.

3. Test place

Place with an appropriate network environment for online test

* Students are advised to take the test at home to prevent the spread of Covid19.

* If you take the test by using Mac, Google Chrome must be used as web-browsing software (Safari cannot be used for the test). (Please make sure to read <Reference 2> too.)

4. How to take the test *Please make sure to read <Reference 1> too.

(1) An e-mail to let you know that the registration has been completed, “受験者情報登録完了通知メール” will be sent to you at your Hirodai e-mail address by TEOIC organizer, IIBC on February 25 or 26.

(2) After receiving the e-mail, access to the URL for test-taking included in it by Sunday, February 28, to check your registered information, and correct it yourself as needed.

Note that the examinee's number (Student ID) and the Group code must NOT be changed.

(3) Your Hirodai e-mail address is also registered.

The Authorization Code for the test will be sent to you at the e-mail address.

* If you have not renewed your Hirodai account, you cannot use your Hirodai e-mail address.

Regarding the account renewal, please inquire the Information Media Center.

<https://www.media.hiroshima-u.ac.jp/>

5. How to check the test results *Please make sure to read <[Reference 1](#)> too.

Please check the "Test Result Notification E-mail (テスト結果取得通知メール)" which will be sent by Wednesday, March 10, 2021 to get the test results (PDF).

- (1) To see the test result, the "Authorization Code" and the password that you changed yourself are needed. So, please be sure to keep both carefully even after completing the test.
- (2) The results will be available from the "Test Result Confirmation Start Date (テスト結果確認開始日)" indicated in the e-mail to April, 30 2021.
- (3) **Please make sure to save a PDF file of the result yourself because it cannot be downloaded and seen after the above period.**
- (4) **We are unable to respond to inquiries about the test result.**

6. Notes on the test

Please make sure to read <[Reference 2](#)>.

7. 【For voluntary test takers ONLY】 Necessary paperwork for absence on free TOEIC(R) L&R IP TEST

If you cannot take the test for unavoidable reason, please e-mail the Office of Global Initiatives at initiative@office.hiroshima-u.ac.jp with the required documents including the Absent Request Form by Monday, March 15, 2021.

**Please note that if you neither take the test nor submit the required documents, you are not allowed to take the next free TOEIC(R) L&R IP test to be held around May of 2021.

8. Others

- (1) **As entry restriction to the campus may change depending on the spread of the COVID-19, please check it on our website.**
- (2) The test results can be seen on the PC right after completing the test, and in a PDF file that can be downloaded from the test-taking website (see "5. How to check the test results").
Please make sure to save the test results yourself during the test result confirmation period since the paper-based score report will not be issued. Also, the result file cannot be reissue after the period.
The test results will be issued by the Institute for International Business Communication (IIBC). However, it is not sure whether the result can be used as a certificate of your English proficiency or for future job hunting. In that case, you should check in advance with the office or organization where you are thinking of submitting it. Also, please be sure to keep your test result (PDF) carefully.
- (3) **It is not possible to use the online test score for credit approval for foreign language courses (English) in the liberal arts education.**
- (4) If you have any questions, please contact the Education Promotion Group at gsyugaku-group@office.hiroshima-u.ac.jp.

9. Q&A

Please see [<Reference 3>](#).

10. Inquiries

(*Please give the name of your university and the fact that you are an online candidate when contacting below.)

○Mainly about system problems, how to operate the system, and forgetting your password.

The Institute for International Business Communication (IIBC).

TOEIC IP Test (Online) Help Desk

TEL: 06-6258-0221 (10:00 am ~ 5:00 pm ** Excluding Saturdays, Sundays, holidays and New Year's holidays)

○About examinee's number and group code

Education Promotion Group (the first floor, Building M, the School of Integrated Arts and Science)

e-mail : gsyugaku-group@office.hiroshima-u.ac.jp

(9:00 am ~ 5:00 pm ** Excluding Saturdays, Sundays, holidays and New Year's holidays)