

About TOEIC(R) L&R IP Test (Online)

The AY2025 1st test will be held online as follows.

*Please refer to the “About TOEIC(R) L&R IP Test(Online) with Proctoring” for information about the online test with proctoring scheduled for May 17/ 18.

1. Eligible Students: Registered undergraduate students and graduate students.

(Both of Mandatory test takers and Voluntary test takers)

*Except the students who take “Communication Seminar I [1 医医, 1 菌菌, 1 薬]” (1st term)

<Mandatory test takers>

- All undergraduate students enrolled in AY2025 (1st year student)
- Undergraduate students enrolled in AY2023 (3rd year student) who belong to the following school:
School of Engineering
- Undergraduate students enrolled in AY2022 (4th year student) who belong to one of the following schools: School of Science (Chemistry), School of Medicine (Program of Medicine), and School of Medicine (Program of Health Science, Nursing Course)
- Undergraduate students enrolled in AY2020 (6th year student) who belong to the following school:
School of Pharmaceutical Sciences (Program of Pharmaceutical Sciences)

<Voluntary test takers>

- All undergraduate and graduate students who applied during the pre-registration period, except for the mandatory test takers mentioned above.

2. Test Period

Monday, May 12, 2025, 00:00 ~Sunday, May 18, 2025, 23:59

- (1) The test must be completed during the test period specified above.
- (2) The test takes approximately 60 minutes to complete.
- (3) Please check your audio settings in advance.
- (4) No make-up test will be provided.
- (5) If you take a test on May 18, you must complete it by 23:59.

3. Test Location

Please take the test in an environment with a stable internet connection.

* A quiet room with minimal distractions is recommended, especially for the listening section.

* If you are using a Mac, you must use Google Chrome as your web browser. Safari cannot be used for the test. Please make sure to review the <Handout test guidelines> as well.

4. How to Take the Test

* Please make sure to review the <Handout test guidelines> as well.

- (1) A registration confirmation email, titled “受験者情報登録完了通知メール,” will be sent to your

HIRODAI email address around May 2.

- (2) After receiving the email, you **MUST** check your registered information from the URL provided in the email and make any necessary corrections before taking the test.

Please ensure that your “Name” matches your registered name in “My MOMIJI.” This will appear on your score report and cannot be changed later.

Do NOT change the examinee’s number (Student ID) and the Group code.

- (3) Do not change your email address from your pre-registered HIRODAI email address. The Authorization Code for the test will be sent to your HIRODAI email address.

*If you have not updated your HIRODAI account, you will not be able to use your HIRODAI email address. Please contact the Information Media Center (<https://www.media.hiroshima-u.ac.jp/>) for annual account updates.

5. How to Check the Test Results

***Please refer to the <Handout test guidelines> as well.**

- (1) When you complete the test, your score will be displayed on the screen.
- (2) After 10 AM on the day following your test completion, you will receive an email titled “Test Result Notification E-mail (テスト結果取得通知メール).” To view your test results, you will need both the "Authorization Code" and the password you reset. Be sure to keep both of these secure even after completing the test.
- (3) The results will be available **only until June 30, 2025**, from the date you completed the test until the end of the following month. Please make sure to save the result (PDF file) by June 30, 2025. You will not be able to download or view the results after this period.
- * You will be charged for reissuing the test score later.
- (4) We are unable to respond to inquiries about the test result.

6. Important Notes on Taking the Test

Please refer to the <Handout test guidelines> as well.

7. Absence 【For voluntary test takers ONLY】

If you applied for the free test but are unable to take it due to unavoidable reasons, please submit the required documents, including the “Absent Request Form”, to the Office of Global Exchange Group at (g-initiative@office.hiroshima-u.ac.jp) by Tuesday, May 20, 2025.

** Please note that if you neither take the test nor submit the “Absent Request Form”, you will not be allowed to take the next free TOEIC(R) L&R IP test.

8. Exemption of Taking Test

If you fall into any of the following categories and wish to request an exemption from the exam, please submit “Application for Exemption of taking test” by Friday, May 9 to Education Promotion Group (1F, Office Building M, the School of Integrated Arts and Science).

- (1) Students who enrolled in the night course by Phoenix Selection. (This includes those who

enrolled through the Selection for Working Adults and those deemed equivalent.)

(2) Students whose native language is English (Including those deemed equivalent.)

(3) Other individuals with unavoidable circumstances preventing them from taking the exam.

(Participation in events such as competitions is not considered an acceptable reason.)

*The “Application for Exemption of taking test” form is available at each Student Support Office and the Education Promotion Group. (1F, Office Building M, the School of Integrated Arts and Science).

9. Others

(1) The test results can be viewed immediately on the PC after completing the test and can also be downloaded as a PDF file from the test-taking website (see “5. How to Check the Test Results”). Please be sure to save the test results (PDF) during the test result confirmation period, as paper-based score reports will not be issued. After the period, you will be responsible for any fees incurred to reissue the result.

The test results will be issued by the Institute for International Business Communication (IIBC). However, we cannot guarantee that the result will be accepted as a certificate of your English proficiency or for future job applications. To confirm, we advise you to contact the relevant office or organization where you may submit the results.

Please ensure that you keep the test result (PDF) in case you need it in the future.

(2) The score from the online test is not acceptable for credit accreditation in foreign language courses (English) within the university’s Liberal Arts Education.

(3) If you have any questions, please contact the Education Promotion Group (1F, Office Building M, the School of Integrated Arts and Science /email: gsyugaku-group@office.hiroshima-u.ac.jp).

10. Q&A

Please see the <Q&A for online test>.

11. Inquiries

(*When making inquiries, please be sure to mention the university name and that you are an online test taker.)

○For system-related issues, operational inquiries, or forgotten passwords

The Institute for International Business Communication (IIBC). TOEIC IP Test (Online) Help Desk
TEL: 050-1790-7424 (Weekdays from 10:00 AM to 5:00 PM)

○For inquiries about examinee’s number or group code

Education Promotion Group (1F, Office Building M, the School of Integrated Arts and Science)
E-mail: gsyugaku-group@office.hiroshima-u.ac.jp (Weekdays from 9:00 AM to 5:00 PM)