

Test administration number and Test date

### Registration number:

Mark this number on your answer sheet at the test center.

## Name in Roman alphabet:

Use this name on your answer sheet.

- ◆We will not accept any requests regarding changes of test center.
- ♦Please be sure to access the QR code and check the test center with the map.
- ◆ Please do not contact the test center regarding the TOEIC test or test administration.
- ◆Smoking is prohibited on test center grounds. Please also refrain from smoking on the nearby streets.
- ◆You are advised to dress in a way that you can adjust your clothes to the room temperature and air-conditioning.
- ◆Please take all your garbage back home with you.
- ◆Please visit the TOEIC official website to check general notes and prohibited acts during the test administration.
- ◆We may cancel the test due to events outside of our control (e.g. earthquake, outbreak of infectious disease). In such a case, notifications will be posted on our official website.

## Test day schedule

Time (AM/PM)	Details
9:25 ~ 9:55 /	Check-in time
14:05 ~ 14:35	
9:55 ~ 10:20 /	Test explanations / Listening audio check
14:35 ~ 15:00	
10:20 ~ 12:20 /	Test
15:00 ~ 17:00	
12:20 ~ 12:35 /	Collection of test books and answer sheets
17:00 ~ 17:15	
12:35 / 17:15	(Approximately) Exit from test room

♦You are not allowed to enter the test center after 9:55/14:35.

Please come to the test center well in advance on the test day allowing for delays in public transportation or traffic jams.

◆There will be no break after 9:55/14:35. You are not allowed to leave the test room after 9:55/14:35.

1/2 2025④

### What to bring

# 1. A valid photo ID providing your identity

Driver's license\*, Student ID\*, Passport, Individual number Card\* ( ID with "\*" are acceptable only issued in Japan. )

\*\* Please note that you will not be allowed to take the test if you do not bring both an identification photograph (on an admission ticket) and a valid ID with a photograph to the test center. Your test fee will not be refunded in such cases.

\*Photocopies/photographed images above will not be accepted.

#### 2. Admission Ticket

Add your signature and photo that meets requirements

### 3. Writing equipment

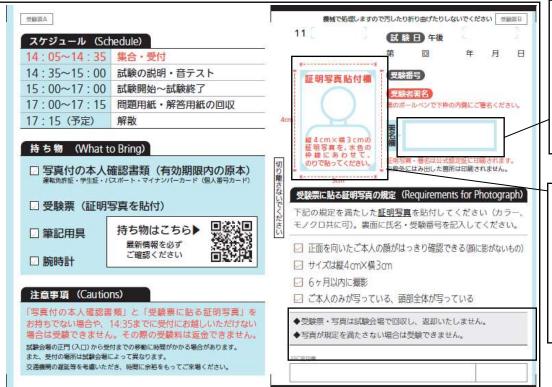
HB pencil or mechanical pencil, eraser

### 4. Wristwatch

There will be no announcements of the time during the test.

You may not use anything other than a wristwatch as a timepiece.

This means no mobile phones, desk clocks, stopwatches, or wearable devices.



Please write your signature inside the designated space (indicated by blue line). Please use a ballpoint pen with black ink. If parts of your signature are written outside of the blue line, you will not see the full image of the signature on your Official Score Certificate.

The images of your identification photograph and signature are printed on your Official Score Certificate.

Print your "name" and "registration number" on the back of your photograph, and attach it to the admission ticket. Make sure to use glue.

### One identification photograph

Please prepare an acceptable identification photograph that meets all of the following requirements.

An Official Score Certificate will carry an acceptable identification photograph in black-and-white.

- The photograph must show the examinee's face looking straight out so that his/her face is recognizable(It must not show any shadows on his/her face).
- The size of photograph should be 4cm in height × 3cm in width.
- The photograph must be taken within 6 months preceding the test date.
- The photograph shows the examinee only.
- The photograph must show the upper body of examinee without a cap so that his/her head is in full view.
- ◆We do not return your admission ticket or your photograph after we collect them at the test center.
- ◆Please note that if you bring a photograph that does not meet requirements, you will not be allowed to take the test.

2/2 2025④