

試験会場 (Test Center)

◆ **試験会場の変更はできません。**
 「受験地」の変更をご希望の方は、試験日4日前(水曜日)の17時までにIIBC試験運営センターへ電話でご連絡ください。席数に余裕のある限り、変更を承ります。
 変更できる例：「東京」○会場 → 「大阪」△会場
 変更できない例：「東京」○会場 → 「東京」×会場

◆ 所要時間は目安です。地図上の目印は予告なしに変更される場合があります。
 ◆ 試験会場へのお問い合わせはご遠慮ください。
 ◆ 冷暖房や室温変化などに対応できる服装でご来場ください。
 ◆ 受験に際しての注意事項は公式サイトをご確認ください。
 ◆ 不測の事態により公開テストが中止される場合は、公式サイト等にてお知らせいたしますので随時ご確認ください。

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一般財団法人 国際ビジネスコミュニケーション協会
 〒100-0014 東京都千代田区永田町2-14-2 山王グランドビル
 IIBC試験運営センター TEL 03-5521-6033 大阪事業所 TEL 06-6258-0224
 名古屋事業所 TEL 052-220-0286 TOEIC公式サイト <http://www.ibc-global.org/toeic/>

TOEIC® Listening & Reading公開テスト 受験票
(ADMISSION TICKET)

第 回 年 月 日	
受験番号(REGISTRATION NUMBER)	団体コード(COMPANY CODE)
ローマ字氏名 (NAME in ROMAN ALPHABET) <small>※解答用紙には下記ローマ字をご記入ください。</small>	

ここをゆっくりはがして、内側の記載内容も必ずご確認ください。濡れている場合は乾いてからはがしてください。

Map of the test center

Test administration number and Test date
Registration number:
 Mark this number on your answer sheet at the test center.
Name in alphabet:
 Use this name on your answer sheet.

- ◆ **You cannot change the test center.**
 If you would like to change the test site (for example from Tokyo to Osaka), please call IIBC Test Operation Center 4 days prior to the test date (by Wednesday). IIBC Test Operation Center will change your test site only if there is an available seat.
- ◆ Estimated amount of time required. The landmarks on the map may change without any notice.
- ◆ Please do not contact the test center regarding the TOEIC test or test administration.
- ◆ 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**
- 11:45 ~ 12:30** Check-in time
 - 12:35 ~ 13:00** Test explanations / Listening audio check
 - 13:00 ~ 15:00** Test
 - 15:00 ~ 15:15** Collection of test books and answer sheets
 - 15:15 (Approximately)** Exit from test room
- ◆ **You are not allowed to enter the test center after 12:30.**
 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 12:30. You are not allowed to leave the test room after 12:30**

Necessary Items

1. Admission Ticket

Add your signature and photo that meets requirements

2. An (valid) official identification card with a photograph

passport, driver license*, student identification card*, employee ID card*, Individual Number Card*, Basic Resident Register Card* (* Identification cards with “ * ” are acceptable only issued in Japan.)

※If you do not have any of the above official identification cards with a photograph, or if you have changed your name after submitting your application (e.g. by marriage), please make sure to contact the IIBC Test Operation Center before the test date.

3. Writing equipment

HB or #2 pencil or mechanical pencil, eraser

4. Wristwatch

Please do not forget to bring it as we do not announce time during test administration.

You are not allowed to use any other devices (e.g. cellular phone, stand clock, stopwatch) in place of wristwatch. Use of smartwatches and wearable devices in the test room is prohibited.

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 an (valid) official identification card with a photograph to the test center.

スケジュール (Schedule)	
11:45~12:30	集合・受付
12:35~13:00	試験の説明・音テスト
13:00~15:00	試験開始～試験終了
15:00~15:15	問題用紙・解答用紙の回収
15:15 (予定)	解散

◆12:30までに受付にお越しただけない場合は受験できません。
 ・交通機関の遅延や道路渋滞を考慮いただき、時間に余裕をもってご来場ください。
 ・試験会場の正門(入り口)から試験教室までの移動に、時間がかかる場合があります。
 ・12:30以降は休館がなく、試験教室から退室することはできません。

↓当日のご案内

持ち物 (What to Bring)
① 受験票 規定どおりの証明写真を貼付し、署名したもの
② 写真付の本人確認書類 (有効期限内のもの) 運転免許証・学生証・社員証・パスポート・個人番号カード・住民基本台帳カード ※上記の書類をお持ちでない方、申込後に氏名を変更(婚姻など)した方は試験日までにIIBC試験運営センターへお問い合わせください。
③ 筆記用具 HBの鉛筆(またはシャープペンシル)、消しゴム
④ 腕時計 試験中に時刻のアナウンスはいたしません。 腕時計以外のもの(携帯電話・音時計・ストップウォッチなど)を時計として使用することはできません。また、スマートウォッチ・ウェアラブル端末の使用は禁止です。

◆「受験票に貼る証明写真」と「写真付の本人確認書類」の両方を試験当日にご用意いただけない場合は、受験できません。

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 size of photograph should be 4cm in height × 3cm in width and an acceptable identification photograph should be borderless.
- The photograph must be taken within 6 months preceding the test date.
- 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 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.
- The photograph must not show anything in the background other than white or pale color.

※A photograph that does not meet any of the above requirements, a copy of a photograph, a print club sticker, and an ordinary paper or copier paper carrying a printed image are not acceptable.

◆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, we cannot print your photograph on your Official Score Certificate, and you may not be allowed to take the test.