

**試験会場 (Test Center)**

◆ 定員制の試験回では、座席のご用意が困難なことから、受験地の変更・試験会場の変更はできません。

◆ 試験会場へのお問い合わせはご遠慮ください。  
 ◆ 敷地内は全面禁煙です。周辺道路での喫煙もご遠慮ください。  
 ◆ 冷暖房や空調変化などに対応できる服装でご来場ください。  
 ◆ 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。

郵便はがき

料金別納郵便

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**重  
要**

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 山王ランドビル  
 IIBC 総務センター TEL 03-5521-6033 大塚事務局 TEL 06-6258-0224  
 名古屋事務局 TEL 052-220-0286 TOEIC公式サイト <https://www.ibc-global.org/toEIC/>

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

午後実施	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) ※ 解題用紙には下記ローマ字をご記入ください。		

ここをしっかりとりはがして、内側の記載内容も必ずご確認ください。  
 開封している票は取りかえできません。

Test Center Information

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.

- ◆ In the situation where we have placed limits on the number of applicants, we will not accept any requests regarding changes of test sites.
- ◆ 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.
- ◆ 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.

### What to Bring

**A valid photo ID proving 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.

**Admission ticket**

Add your signature and photo that meets requirements

**Writing implements**

HB pencil or mechanical pencil, eraser

**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.

**Face Mask**

Please wear your own face mask while you are at the test center.  
\*Test takers without a face mask will not be allowed to take the test. You will be asked to take off the mask at a reception desk for personal identification.  
\*A non-woven mask with reliable quality is recommended. Please make sure the mask fits to cover your nose and mouth.

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

Please check your temperature upon arrival, and check the box of "Health Condition on Test Day" on your admission ticket if your condition has been suitable to take the test.

### 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.