

Graduate School of Engineering, Osaka Metropolitan University

Application for delayed submission of score certificate

(If possible, here in Katakana)	
Full Name	

I cannot submit the score certificate on application (*1) due to the following reason.

The score certificate is to be submitted on the examination (test) day.

*1 Even if you submitted your score sheet “at the time of application,” you may replace it if you earn a better score and bring the score sheet with you on the day of the examination. When replacing your score sheet, that submitted at the time of application will not be returned.

Applicants who submit the “Declaration of Non-Submission of Score” at the time of application, and do not submit the score on the day of the examination (before the examination starts), your application will be treated as missing an examination subject and will be declined.

The reason for late submission

- ☐ Score certificate have not yet been received. (prior to the issue date of the official TOEIC digital certificate)
- ☐ I applied for reissuance of the score certificate and it has not arrived yet.
- ☐ other (reason: _____)

<Reference>

A valid score sheet

Submit the original. Submitted score sheets will not be returned.

- TOEIC Listening & Reading OFFICIAL SCORE CERTIFICATE of TOEIC Listening & Reading test

[Please submit either a or b]

- PDF Digital Official Score Certificate downloaded from the TOEIC application site printed on A4 paper.

Certificates whose authenticity cannot be verified using a QR code will not be accepted.

- Original copy of the Official Score Certificate sent to applicant

- TOEFL Test Taker (Examinee) Score Report of TOEFL-iBT* test

* Only the Test Date Score is used as the application score (the MyBest™ score will not be used).

- IELTS Test Report Form of IELTS (Academic Module) test

- For 2 and 3, score sheets downloaded (printed) from the website will not be accepted.
- Please submit the original (not a photocopy) mailed by ETS to the applicant.
- Moreover, it is not possible to have ETS directly send the score certificate to the university.)
- Institutional Program are not accepted.
- Applicants will not be allowed to take the exam at home or other places

Score validity period

Examination in August: Tests taken on or after June 1, 2023

Examination in February: Tests taken on or after December 1, 2023

- Leave blank the field marked with “※”.

- If handwritten, make sure all forms are completed with a black pen or ballpoint pen (erasable pens are not acceptable).

Please submit a printed form (one page, print on single-sided on A4 or letter size paper). You can change the text font size and line spacing in the input area.