

## Test of English as a Foreign Language (TOEFL)

### TOEFL Overview

#### What Is the TOEFL Test?

The Test of English as a Foreign Language (TOEFL) measures the ability of nonnative speakers of English to use and understand English as it is spoken, written, and heard in college and university settings.

The TOEFL test is offered in different formats depending on a test taker's location.

#### The Internet-based TOEFL Test

The TOEFL Internet-based test (TOEFL iBT) tests all four language skills that are important for effective communication: speaking, listening, reading, and writing. The test helps students demonstrate that they have the English skills needed for success. TOEFL iBT also emphasizes integrated skills and provides better information to institutions about students' ability to communicate in an academic setting and their readiness for academic coursework.

#### The Computer-based TOEFL Test

The computer-based TOEFL test measures English language proficiency in the following areas:

- Listening
- Structure
- Reading
- Writing.

#### The Paper-based TOEFL Test

The paper-based TOEFL test measures

- Listening Comprehension
- Structure and Written Expression
- Reading Comprehension.

#### Why Take the TOEFL Test?

Most people take the TOEFL test as a prerequisite for admission into colleges and universities where English is used or required. In addition, many government, licensing, and certification agencies and exchange and scholarship programs use TOEFL scores to evaluate the English proficiency of people for whom English is not their native language.

#### Who Should Take the TOEFL Test?

Nonnative English speakers at the 11th-grade level or above should take the TOEFL test to provide evidence of their English proficiency before beginning academic work. The test content is considered too difficult for students below 11th grade.

Many institutions report that they frequently do **not** require TOEFL test scores of certain kinds of international applicants. These include:

- nonnative speakers who hold degrees or diplomas from postsecondary institutions in English-speaking countries (e.g., the United States, Canada, England, Ireland, Australia, New Zealand)
- nonnative speakers who have successfully completed at least a two-year course of study in which English was the language of instruction

transfer students from institutions in the United States or Canada whose academic course work was favorably evaluated in relation to its demands and duration.  
 nonnative speakers who have taken the TOEFL test within the past two years  
 nonnative speakers who have successfully pursued academic work at schools where English was the language of instruction in an English-speaking country for a specified period, generally two years.

Students should contact their prospective institutions directly concerning their specific admission requirements.

### Where Can People Take the Test?

The TOEFL test is offered in 180 countries around the world at

institutional locations, such as colleges and universities  
 testing centers operated by [Prometric](#), a division of Thomson Learning

In areas where access to computer-based testing or Internet-based testing is limited, a paper-based version of the test is administered on specific dates. The paper-based TOEFL test is generally offered at institutional locations such as colleges and universities.

### Who Accepts TOEFL Scores?

More than 5,000 colleges, universities, and licensing agencies in 90 countries accept TOEFL scores.

### Receiving and Understanding Your Scores

#### Computer-based Testing

At the end of the computer-based test, you will see your Listening and Reading scores. Your Structure/Writing score and Total Score will be reported as a range of scores.

Your score from the **Structure** section is combined with your written essay rating to calculate the Structure/Writing score. Each part accounts for 50% of the Structure/Writing score, and the Writing score is also shown separately under the heading, "essay rating."

Your Structure/Writing score will fall within the range once your essay is read and rated. Likewise, your Total score will fall within the range once the Structure/Writing score is known.

Scores on any section can range from 0 to 30.

The Total score is calculated using a multiple of the scores on the individual parts of the test, and can range from 0 to 300. This is why the Total score does not equal the sum of the Listening, Structure/Writing, and Reading scores (see example).

Example:

Test Part	Score
Listening	22
Structure/Writing	3-23
Reading	22
TOTAL	157-223

In the example, the Listening and Reading scores are both 22. The Structure/Writing score is between 3 and 23. The Total score is between 157 and 223.

### Paper-based Testing

Your score report will show three section scale scores and a total scale score. Each correct answer counts equally toward the score for that section. There is no penalty for wrong answers. The total number of correct answers is called the "raw score." (Note: some questions in the test may not count toward the section or total scores.)

The raw score for each section is converted by statistical means to a number on what is called the TOEFL test scale. The TOTAL paper-based test score is reported on a scale that ranges from 310 to 677.

The TWE score is reported separately, on a scale of 1 to 6. A score between two points on the scale (for example, 5.5, 3.5) can also be reported.

### Getting Copies of Your Scores

Your TOEFL test payment entitles you to **five** copies of your test results:

**Examinee's Score Record** - this is your copy.

**Official Score Report** - this is the official score report. It may be mailed to as many as **four** institutions (or departments within the same institution) that you designate at the test center.

### Timeframe for Valid Scores

TOEFL scores are valid for **two years** from the test date.

If it has been more than two years since you last took TOEFL, you must take it again to have scores reported.

### TOEFL Rescoring

After receiving your TOEFL scores, you can request that your CBT essay, TOEFL answer sheet, or TWE essay be rescored up to six months after your test date. You may make one rescore request per test administration. The request is made using the [TOEFL/TWE Rescoring Request Form](#) (PDF), which provides submission instructions.

### Test and Score Data Summary

The [TOEFL Test and Score Data Summary Reports](#) will provide you with valuable information about the performance of TOEFL test takers and allow you to compare your performance with others who have taken the exam.

### TOEFL dates:

#### Outside the United States, Canada, and U.S. Territories (PBT)

Test Date	Mail Deadline <sup>1</sup>	Registration	Online Deadline <sup>2</sup>	Registration	Scores Phone	By	Approximate Mailing <sup>3</sup>	Score	Report
August 20, 2005	July 4, 2005		July 18, 2005		September 28, 2005	28,	September 28, 2005		
October 15, 2005	August 29, 2005		September 12, 2005		November 23, 2005	23,	November 23, 2005		
November 19, 2005	October 3, 2005		October 17, 2005		December 28, 2005	28,	December 28, 2005		
January 14, 2006	November 28, 2005		December 12, 2005		February 22, 2006	22,	February 22, 2006		
March 10, 2006	January 23, 2006		February 6, 2006		April 19, 2006		April 19, 2006		
May 13, 2006	March 27, 2006		April 10, 2006		June 21, 2006		June 21, 2006		

<sup>1</sup> The date when your mailed registration form must be received by the TOEFL registration office in Princeton, N.J., U.S.

<sup>2</sup> The date when your online registration form must be received by the TOEFL registration office in Princeton, N.J., U.S. Many test centers fill up quickly. Register early to be sure the test center has space for you.

### **Special Accommodations**

Special accommodations are available for any TOEFL test taker who meets the eligibility criteria. All requests for testing accommodations must be reviewed and approved prior to scheduling your test. Therefore, test takers requiring special accommodations are unable to schedule their test via the Internet. For more information contact [TOEFL Disability Services](#).

### **What to Bring to the Testing Center**

Thomson Prometric and ETS maintain very strict Identification Requirements. Please take the time to review the [identification requirements located on the TOEFL Web site](#).

If you do not have the required ID, or if you have questions about meeting the **ID requirements**, you must contact the ETS Office of Testing Integrity (1-609-406-5430, fax: 1-609-406-9709, or email: [TSReturns@ets.org](mailto:TSReturns@ets.org)) **before you complete your registration form or schedule an appointment to test.**

### **What Time to Arrive at the Testing Center**

The following procedures and regulations apply during the entire test session, which begins at sign-in and ends at sign-out and includes breaks.

You must report to the test center at least 30 minutes before your scheduled appointment for check-in procedures. If you arrive late, you may not be admitted and your fee will not be refunded.

Thomson Prometric and ETS maintain very strict **Test Center Procedures and Regulations**. Please take the time to review the [Test Center Procedure and Regulations located on the TOEFL Web site](#).

If you fail to comply with these procedures and regulations, you may not be admitted and your fee will not be refunded.

### **Payment**

VISA, MasterCard, American Express, JCB or Discover

### **Reschedule/Cancellation Policy**

You must reschedule or cancel your test no later than 3 full days before your appointment (not including the day of your test or the day of your request). Example: The deadline to reschedule a Friday appointment is Monday. Payment must be received prior to rescheduling your appointment. Appointments cannot be rescheduled beyond one year of the original appointment date.

If you do not cancel or reschedule as indicated above, your full test fee will be forfeited. You will be charged US\$40 if you reschedule. Appointments cannot be rescheduled between domestic sites (within the United States, U.S. territories, and Canada) and international sites (outside the U.S., U.S. territories, and Canada), for example: Los Angeles, California to Seoul, Korea. You must provide your appointment confirmation number and the full name you used to make an appointment when you reschedule or cancel your appointment.

If you are testing **IN** the United States, U.S. Territories, or Canada, you may reschedule or cancel your appointment on this Web site, call the local center where you are scheduled to test, or call 1-800-GO-TOEFL.

If you are testing **OUTSIDE** the United States, U.S. Territories, or Canada, you may reschedule or cancel your appointment on this Web site or call the appropriate [Regional Registration Center \(RRC\)](#).

### **Refund Policy**

A partial refund of US\$65 is available if you cancel your appointment within the proper time period or have paid for a CBT voucher but have not used it.

For details regarding the refund procedure, please review the refund policy information on the [TOEFL Web site](#).

### **Contact Information**

Should a center be unable to test because of a technical problem or some other emergency (including weather), your appointment will be rescheduled to the first available appointment of your choice (within the selected quarter), with no additional charge. During the registration process, you will be asked to provide a primary and secondary phone number so

that we can contact you in case of an unforeseen problem at the testing center. If you have any questions, please contact the appropriate [Regional Registration Center](#).

**Registering Online**

In order to register online you must provide an e-mail address. You will receive an e-mail confirming your appointment. If you do not have an e-mail address, please contact the appropriate [Regional Registration Center](#).

**TOEFL Scheduling Policy:**

**You can take the TOEFL computer test only once each month. If you test more than once in a calendar month, your new scores will not be reported and your test fee will not be refunded.**

TOEFL TEST CENTRES: - [www.prometric.com](http://www.prometric.com)

**Test Sites**

**Address**

**AHMEDABAD 8902, INDIA**  
AHMEDABAD, IND 380006  
Phone: 917926561088  
Site Code: 8902

PROMETRIC TESTING PVT LTD  
301-302, ABHIJEET II

**ALLAHABAD 8903, INDIA**  
ALLAHABAD, IND 211001  
Phone: 915322427048  
Site Code: 8903

I P E M  
119/25A,MAHATMA GANDHI MARG CIVIL LINES

**BANGALORE 8904, INDIA**  
BANGALORE, IND 560001  
Phone: 918022291770  
Site Code: 8904

PROMETRIC TESTING PVT LTD  
MAINI SADAN,38 LAVELLE RD,7TH CROSS

**CALCUTTA 8906, INDIA**  
KOLKATA, IND 700020  
Phone: 913324852792  
Site Code: 8906

PROMETRIC TESTING PVT LTD  
FLAT 1/C SUKH SAGAR BLDG,2/5 SARAT BOSE ROAD

**HYDERABAD 8908, INDIA**  
HYDERABAD, IND 500034  
Phone: 914023303903  
Site Code: 8908

PROMETRIC TESTING PVT LTD  
ABOVE SBI,ROAD 12 BANJARA HILL,AVENUE 1,St 20

**CHENNAI,8909 INDIA**  
CHENNAI, IND 600 034  
Phone: 914428241840  
Site Code: 8909

PROMETRIC TESTING PVT LTD  
15,JAGANNATHAN ROAD,NUNGAMBAKKAM

**GURGAON, 8911 INDIA**  
GURGAON, IND 122002  
Phone: 911244147745  
Site Code: 8911

PROMETRIC TESTING PVT LTD  
2ND FLOOR, DLF INFINITY TOWER-A

**TRIVANDRUM,8912 INDIA**  
TRIVANDRUM-THAMPANOOR, IND 695001  
Phone: 914712338662  
Site Code: 8912

PROMETRIC TESTING PVT LTD,  
PTC TOWERS,SS COIL ROAD

**DELHI, 8913 INDIA**  
NEW DELHI, IND 110049  
Phone: 911126602284  
Site Code: 8913

PROMETRIC TESTING PVT LTD  
160A, SENIOR PLAZA, GAUTAM NAGAR, YUSUF SARAI

**MUMBAI, 8921 INDIA**  
ANDHERI (E) MUMBAI, IND 400 072  
Phone: 912228573160  
Site Code: 8921

PROMETRIC TESTING PVT LTD  
MARWAH HOUSE, SAKI VIHAR ROAD, SAKI NAKA

**HYDERABAD, 8928 INDIA**  
HYDERABAD, IND 500 034  
Phone: 914023303903  
Site Code: 8928

PROMETRIC TESTING PVT LTD  
ABOVE SBI, ROAD 12 BANJARA HILL, AVENUE 1, St 20

#### How do I schedule a Thomson Prometric exam?

For most test programs, Thomson Prometric provides three easy methods to schedule test appointments:

- [Online](#) (Secure and available 24 hours a day, 7 days a week)
- [Onsite](#) at your local test center
- [Calling](#) our Regional Registration Center.

#### What information should I be prepared to provide when I schedule my appointment?

When you schedule your appointment, you should be prepared to provide any of the following information:

- Your name (you may be asked to provide your name as you would like to have it appear on your certificate)
- Your Social Security, Social Insurance or Thomson Prometric Testing I.D. (SP#) Number
- Contact phone numbers - If there is a problem, we will use these numbers to reach you
- Mailing address - Please provide the address to which you would like your certificate mailed
- Exam number and title
- Eligibility information, if required
- E-mail address - Once again for contact purposes, this is often the fastest and most effective means of contact. Many test sponsors require e-mail contact information for registration
- [Method of payment](#)

#### How can I find out where a test center is located?

Visit our [Test Center Locator](#) to see a complete listing of all our centers.

#### Can I cancel and/or reschedule my test appointment via the Thomson Prometric Web site?

Many test appointments can be cancelled and/or rescheduled through the [Thomson Prometric Web site](#). Please [read the rescheduling policies for your region](#).

How long will it take for my eligibility or authorization to test to be downloaded into the system so that I can schedule an appointment to test?

Please note that not all test sponsors require eligibility, therefore, you may be able to test immediately. For those programs requiring eligibility, the files are downloaded and test appointment scheduling is available within 48-72 hours of receiving authorization from the test sponsor.

**Why would my local test center tell me that they don't schedule appointments?**

The testing centers' primary purpose is to administer exams. Many centers will also schedule appointments for their test center if you call them directly. However, some test centers prefer to have all of their appointments scheduled [online](#) or through the [Contact Center](#). If the test center administrator is not available or if your local test center does not schedule appointments, you will be referred to the [Contact Center](#) or our [online registration Web site](#) for appointment scheduling.

**How do I obtain the appointment date and time I want to take my exam?**

When you go to our [online registration Web site](#) or speak to a representative from our [Contact Center](#), you will be asked to provide your preferred test date. The first available time slot on that date will be offered to you. If your preferred appointment date is not available, a Contact Center representative will work with you to identify a convenient appointment date.

**Sometimes, when I contact the testing site directly, I am automatically forwarded to the Contact Center. How can I get in touch with the testing center?**

On occasion, test sites have their phone systems routed directly to the Contact Center. In emergency situations, we may be able to contact the center and will be happy to assist you.

**Why can't I schedule my STEP 3 online?**

At this time, online appointment scheduling for the STEP 3 examination is not available. The STEP 3 exam must be scheduled on two consecutive days, which requires Contact Center staff to ensure that all candidates are appropriately scheduled.

**My appointment is scheduled for today, however the testing center is closed. What should I do?**

You will be contacted by the Thomson Prometric rescheduling department within 48-72 hours to reschedule your appointment. We apologize for any inconvenience.

**How far in advance must you schedule an exam?**

Depending on the exam, Thomson Prometric may administer same-day exams, Monday through Friday. Other examinations may require 45-day advance appointment scheduling to ensure that the testing center has availability. Your test sponsor may provide you with specific information for the examination you are trying to schedule.

**Why doesn't my voucher number work?**

If you are having difficulty with a voucher, please telephone the Contact Center in your region. We will investigate to determine the reason for the difficulty.