

# 2018 Guidelines for Submission of TOEFL Scores

## Graduate School of Information Science and Technology

### The University of Tokyo

The Graduate School of Information Science and Technology does not conduct foreign language examinations as part of entrance examinations; instead, it evaluates English abilities based on the submitted TOEFL scores. Following is the instructions on how to submit a TOEFL score.

1. The following types of TOEFL tests are valid: TOEFL-PBT (paper version), and TOEFL-iBT (Internet version).
2. TOEFL scores will only be considered valid for submission if the TOEFL tests were taken on or after September 1<sup>st</sup>, 2015, two years before the entrance examination (on or after March 1<sup>st</sup>, 2016, in the case of Winter Entrance Examinations (Master's or Doctoral Programs)).
3. An applicant must apply directly to ETS for an Official Score Report to be transmitted to the Graduate School of Information Science and Technology, designating its DI code indicated below. An Examinee's Score Record will not be accepted as a submission of TOEFL score.
4. Fill in the necessary items regarding the Official Score Report (see 3. above) on the attached "TOEFL Score Submission Form," and submit the form along with the application documents. In order for this, an applicant must have taken (or at least received the test admission card for) the TOEFL test before the time of application to our school.
5. Official Score Reports will be accepted by the Admissions Office of the Graduate School of Information Science and Technology starting from May 1<sup>st</sup>, 2017 (in the case of Winter Entrance Examinations (Master's and Doctoral Programs), starting from November 1<sup>st</sup>, 2017).
6. No changes to the Official Score Report will be allowed after the Report has been submitted. Furthermore, the received Official Score Reports will not be returned.
7. In the following cases, the submission of TOEFL scores will be deemed invalid as a rule, and the scores will not be considered as the fulfillment of the foreign language examinations: (1) If the Official Score Report does not arrive at the Admissions Office of the Graduate School of Information Science and Technology by the Official Score Report submission deadline (July 21, 2017, for Summer Entrance Examinations, and January 9, 2018, for Winter Entrance Examinations); (2) If the details of the submitted Official Score Report differ from those entered in the "TOEFL Score Submission Form"; and (3) If the submission of the Official Score Report is deemed improper for any other reason.

\*Note that it may take about six weeks for the transmission of an Official Score Report after the request.

\*If the applicant is unable to submit an Official Score Report for some unavoidable reason, he/she may take a TOEFL ITP® test conducted by the Graduate School of Information Science and Technology, on August 1<sup>st</sup> (Tuesday), 2017, from 2:00 p.m. to 4:30 p.m. (location: Hongo campus), as a replacement for the Official Score Report. (This applies only to Summer Entrance Examinations.)