

Test de français international (TFI)
Japanese Proficiency Test (JPT)
Test Administration Policies & Procedures

The Japanese Proficiency Test (JPT) --- the most-widely used multi-purpose test of Japanese Listening and Reading skills test in Korea --- and the Test de français international (TFI) are now offered in Thailand on a regularly scheduled basis. The Policies and Procedures listed here are for **INDIVIDUAL** test takers. Organizations interested in the TFI or JPT should follow the same policies used for the Test of English for International Communications (TOEIC) organizational clients.

When and Where?

Effective January, 2009 the TFI and JPT test administrations will be offered on a weekly basis in the Center for Professional Assessment offices in Bangkok, as well as on request in our Chiangmai office and at client sites (organization clients should use the TOEIC policies on this page Classic TOEIC Test Administration Policies). Advance reservations are encouraged, as test seats will be limited.

Reservations can be made in advance on-line by going to our TFI/JPT Test Reservation page on this website, or calling the Center for Professional Assessment (Thailand) offices in Bangkok or Chiangmai (Bangkok 02-260-7061; 02-664-3131 ... Chiangmai 053-248-208; 053-306-600).

How?

All individual examinees applying for a test administration are encouraged to make a test reservation at least a week in advance of the test date to guarantee a seat. Reservations for examinees are currently:

- accepted by telephone Monday through Saturday, between the hours of 8:00am until 4:30pm
- through e-mail (test_reservations@cpathailand.co.th); or
- through our website (<http://www.cpathailand.co.th>).

Reservations are not **CONFIRMED** until payment has been received. Reservations that are made and for which no payment is received within 10 working days will be automatically canceled without notification.

Payment can be made in person at the CPA (Thailand) offices in Bangkok and Chiangmai; or by bank transfer directly to the CPA (Thailand) account (all bank fees are the responsibility of the examinee). No deductions from the full fee may be taken for any service charges.

When making the reservation an examinee should be prepared to provide the following information:

- Full name (First Name, Family Name)
- National ID Number (Passport Number for non-residents)
- Date of Birth (MM/DD/YYYY)
- Contact telephone number
- Mailing Address
- E-mail Address
- Test Location requested
- Test Date requested
- Method of Payment

Rescheduling and Cancellation

Examinees may change or cancel their reservations up to one working day prior to the test date without charge. Changes and cancellations may only be made by telephone.

- Any examinee canceling or changing their test date less than one working day prior to the test date will be charged a Baht 500.00 processing fee at their next test date.
- Any pre-paid examinee failing to appear for a test without canceling will not have their test fee refunded.

Test Results - Individual Examinees

Test results can be picked up at the Center for Professional Assessment (Thailand) offices in Bangkok and Chiangmai one week (7 calendar days) after the test. Scores may be picked up between 10:00 am and 4:30 pm Monday through Saturday.

Score Reports for each examinee are sealed in individual envelopes. On picking up the scores, examinees must submit their original test registration form along with their National Identification card. If an examinee designates someone else to pick the score up on their behalf, in addition to the examinee's original registration form and National Identification card, the designated person must also bring their own original identification card.

Examinees may request to have their Score reports sent by EMS postal service by notifying Center staff when they leave the test room. All scores are sent only by EMS postal service at a cost of Baht 100.00 per envelope.

Score Reports are maintained at the Center for Professional Assessment Thailand offices in Bangkok and Chiangmai for a period of 90 days after the original test date. After the 90-day period all scores reports are treated as Reprint Requests.

TOEIC Score Result Formats for Individuals

The base fee of each individual Japanese Proficiency Test (JPT) or Test de français international (TFI) includes one (1) copy of each of the following result reports...

- * Individual Examinee Score Reports - provided in individual sealed envelopes
- * Examinee Listening and Reading Score Assessments - designed to provide a more detailed explanation of the numerical score.

Individuals requiring official copies of any of the Score Reports may complete a request form at the Center for Professional Assessment (Thailand). The processing fee is Baht 250.00 per Score Report. Official Score Reprints may be picked up two (2) working days after the request. Score Reprint requests are not accepted over the telephone, by fax, or through e-mail.

Information Materials

Additional information on the TFI and JPT tests can be obtained from the Center for Professional Assessment (Thailand) offices in both Bangkok and Chiangmai. Materials such as brochures and handouts are available from the Centers.

The Center for Professional Assessment (Thailand) also provides the TFI or JPT Examinee Handbook to all examinees. The handbook is designed to provide examinees with information on the test format, including question formats, and provides some sample practice questions.

All promotional and guidance information is available from the Center for Professional Assessment (Thailand) at no charge. The Examinee handbook is also available on-line through the Center for Professional Assessment (Thailand) web site at <http://www.cpathailand.co.th>.

Pricing Policies

Effective January 1, 2009 the fee for both the Test de français international and Japanese Proficiency Test is Baht 1,200.00 per test.

All fees are quoted inclusive of VAT.

Payment Policies

All fees for Test Administrations are payable in Baht.

Thailand Test Centers

Bangkok Main Office:

Center for Professional Assessment (Thailand)

Suite 1907, BB Building,
54 Asoke Road, Sukhumvit
Bangkok 10110 Thailand
Tel: 0-2260-7061; 0-2664-3131
Fax: 0-2664-3122
E-mail: cpa@cpathailand.co.th
URL: <http://www.cpathailand.co.th>

Northern Region Branch Office:

Center for Professional Assessment (Thailand)

Nawarat Building, 3rd. Floor
4/6 Kaew Nawarat Rd., Soi 3
Chiangmai 50000 Thailand
Tel: 0-5324-8208, 0-5330-6600
Fax: 0-5324-8208
E-mail: cpa@cpathailand.co.th