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Folkuniversitetet in cooperation/partnership with The British Council offers the International English Language Testing System (IELTS) in Göteborg. This test is for people who are required to show a tested ability in English before being accepted by an educational institution or professional organisation. This test is required for all prospective immigrants to Australia, New Zealand and Canada; and for all medical staff in Australia, New Zealand, Canada, the USA and the UK.

Testing in 2020 is held on the following days at Folkuniversitetet, Norra Allég 6, Göteborg: Saturday 18/1, 22/2, 21/3, 18/4, 9/5, 30/5, 13/6

The Test:

The IELTS test is composed of four parts which are designed to present a profile of your language ability in English.

Listening	30 minutes
Reading Academic or General Training module	60 minutes
Writing Academic or General Training module	60 minutes
Speaking Individual interview	10-15 minutes
Total test time	2 hours 45 minutes

The Academic Reading and Writing modules assess whether a candidate is ready to study or train in English at an undergraduate or postgraduate level.

The General Training Reading and Writing modules are suitable for candidates who are going to English-speaking countries to complete their secondary education or to work or take part in training programmes which do not demand a degree level. They are not designed to test the full range of formal language competence required for academic purposes.

The Listening and Speaking modules are taken by all candidates. The topics are of general interest and it makes no difference what subjects candidates intend to study. Please note that the speaking part of the test will be recorded.



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Time Frame of the Test:

• The test can take up most of the day, starting at 9AM, registration 45 minutes prior to that (including photo registration). In addition to actual test times listed earlier in this document, time is needed for checking in, giving instructions, filling in forms and transferring answers to answer sheets. There is no break during the duration of the test. Listening, Reading, Writing will take roughly 3 hours (9AM-12PM).

Speaking Test

- The speaking test is scheduled at 20-minute intervals either on the same day after the first three tests, or one day before or after the main test day. For those candidates coming from outside of Göteborg, the centre in Göteborg schedules speaking tests on the same day as the other tests.
- Please allow for the fact that your interview may come either earlier or later in the afternoon depending on the number of candidates sitting the test.
- If you do not show up to your scheduled speaking test and have not contacted us prior to the test, you will have to pay a 250 SEK fee.

Applications

- All applications must be made in advance.
- Please apply via the online registration system: <u>https://ielts.britishcouncil.org/folkuniversitetet</u>.
- You will be offered the option of whether you wish to upload a copy of your passport or ID document during the application process, or send it to us by email or post. Please make sure the document you upload or send us conforms with the following:
 - a clearly legible copy of either your valid passport including picture and signature page OR your national ID card (EU nationals only) - whichever you used to apply for the test. Accepted Swedish national ID card is the one issued by the Swedish police. Driving licence is not accepted. Your scanned document must be in JPEG, GIF or PNG format. The dimensions must be smaller than 1600 by 1600 pixels and the file size should be 1.5MB or less.
- Please remember that sessions will not be visible in the system after the registration deadline. Once your application has been submitted, you cannot go back to change your details, but you can contact us if there is a detail wrong or a change of detail and we can change it for you.



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- If you do not upload your identity document, please send:
 - a clearly legible copy of either your valid passport including picture and signature page OR your national ID card (EU nationals only) - whichever you used to apply for the test. Accepted Swedish national ID card is the one issued by the Swedish police. Driving licence is not accepted.
- **Transfer the required fee** according to the instructions given in the confirmation e-mail received immediately after registering for the test. **Fee: 2600 SEK.**
- Both your payment and identification document must be received by your test centre within 5 working days
- You will receive the FULL address of your test venue and further test day information after receipt of your documents and payment. This information will be sent to you approx. 10 days before your test date.

Cancellations, Refunds and Transfers

- You may cancel your registration for the IELTS test without charge, provided at least 5 weeks' notice is given.
- If you cancel your registration for the IELTS test between 3-5 weeks before the test date, your test fee will be refunded, minus an administration fee of 950 SEK.
- If you cancel your registration for the IELTS test less than 3 weeks before the test date, you **will not** be entitled to a refund, unless your cancellation is due to medical reasons. In this instance, a medical certificate must be provided. Your test fee will then be refunded, minus an administration fee of 950 SEK.
- You may transfer the date of your IELTS test **once** without charge provided at least 3 weeks' notice is given. Any subsequent cancellation/transfer will result in an administration fee of 950 SEK being charged. Transfers between test centres are not possible.

Practice Materials

• A free online course is available to you from the British Council after you've registered for the test online and sent in your application documents and payment. There is also a self-study book 'Official IELTS Practice Materials' available to order from online bookshops.



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- Results will be **posted** to you exactly 13 days after the test date which always falls on a Friday. This means you will not receive them until early the following week. We cannot email results and cannot tell you your result over the phone.
- You may collect your result in person at the college 13 days after the test date. If you wish to do so, you must contact IELTS Administration 2 days in advance to confirm that you are coming to collect your result and agree a time. Do not turn up without having confirmed with IELTS administration first, <u>ielts.goteborg@folkuniversitetet.se</u>
- You can view your result online at <u>ielts.britishcouncil.org</u> 13 days after the test date. Go to the result tab and enter the required information to view your result. You will need your candidate number so make sure you make a note of it before you leave the test centre after the writing test. You can also access your results in your candidate area: <u>ielts.britishcouncil.org/CandidateLogin.aspx</u>
 There is also a link to the result page on our website.
- Enquiry on Result (EOR): If you are not satisfied with all or part of your result, you may ask for an enquiry on result (EOR). This involves sending your result to London to be re-marked by a senior IELTS examiner. This process costs 1200 SEK which will be refunded if your result increases after being re-marked. Your result will normally be available in 2 to 21 days, depending on several factors including the number of sections requested for remark. Please contact the IELTS administration for more information about this process. Please note that all EORs must arrive in London no later than 6 weeks after your test date.
- **N.B.** IELTS Examiners and markers follow strict assessment guidelines and are regularly monitored. The IELTS testing process has the highest quality control procedures.

Additional Test Report Forms

- You may send 5 Test Report Forms free of charge to the Institution/Organisation of your choice. These **full postal** addresses should be entered during your online application. However, you may email us at a later date with the same information. Each TRF you request after these 5 will cost 75 SEK each.
- To request additional TRFs, fill in this <u>form</u>, scan and email it along with a copy of the ID you registered with to: <u>ielts.goteborg@folkuniversitetet.se</u>
- **N.B.** Candidates receive only 1 copy of their test result. All subsequent copies being sent to institutions must be sent directly from the test centre.