

華語文能力測驗

取消報名與退費注意事項(臺灣考區適用)

考生完成正式考試報名繳費,如果無法參加考試,要取消報名,請以電子郵件申請。

- 一、申請期限:請於報名截止日後4天內提出申請,逾期恕不受理(請參考考試日程表)。
 - 1. 請填寫「華語文能力測驗取消報名與退費申請表(臺灣考區適用)」。
 - 2. 填妥後,請掃描或拍照並電郵至華測會服務信箱 service@sc-top.org.tw。
- 二、取消費用:取消報名,收取手續費300元
- 三、退費方式:本會以「郵政匯票」退費,一律於原報考測驗日後一個月以郵局掛號寄出。
- 四、注意事項:申請資料有誤或不全者,本會將不受理。

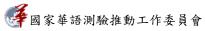
Remarks on

TOCFL Registration Cancellation & Refunds (for Use in Taiwan)

If you have already paid but cannot attend the test, you can apply to cancel your test registration and receive a refund.

Email application procedure:

- I. Deadline for applications to receive a refund: You can cancel your test and apply for a refund up until 4 days after the end of the registration period. (See the yearly test schedule) No applications will be accepted after the deadline.
 - 1. Complete the TOCFL Registration Cancellation & Refund Application Form.
 - 2. Email your application form (scanned or photographed) to SC-TOP (service@sc-top.org.tw).
- II. Cancellation fee: There is a service charge of NT\$300 for each application.
- III. Refunds: Refunds are sent by registered mail one month after the date of the registered test, in the form of a postal order.
- IV. Please note: A refund will not be made if an application is incomplete, or provides incorrect information.



華語文能力測驗 取消考試申請表(臺灣考區適用)

TOCFL Registration Cancellation & Refund Application Form (for Use in Taiwan)

| | 申請日期 Application Date: 年(Y) 月(N | | | | | |) 目(D) |
|---|---|-------|---------------------------------------|-------------------|----------------------------|------|--------|
| 中文姓名 Chinese Name | | | 英文姓名 English Name | | | | |
| 護照號碼 Passport No. | | | 聯絡電話 Contact Telephone | | | | |
| 測驗地點 Test Location | | | 測驗日期 Test Date | 年(Y) | 月 | (M) | 日(D) |
| 測驗類別 Test Type ★請勾選要取消報名 的測驗類別、等級 Please indicate the Level and Band of the Test registered for. | 聽讀測驗 Listening & Reading | □入門基础 | Test Level: 楚級 Band A 谐級 Band B | □流利精 ^ュ | - | |) |
| | 口語測驗 Speaking | | | | 皆高階級 Band B 川精通級 Band C | | |
| | 寫作測驗 Writing | □入門基礎 | Test Level: 楚級 Band A 階級 Band B | □流利精立 | 通級 Ba | nd C | |
| 領取郵政匯票 方式(二選一) Postal order refund (select one only) | ■郵局掛號寄送 Send by registered mail. 寄件地址: Mail address: □□□-□□ ★如果您無法親自收件,請填寫他人可代收地址和收件人姓名或是親自到華測會辦公室領取。 If you are unable to personally receive registered mail, please designate another person to sign for its receipt and provide their name below, or pick up your refund in person at an SC-TOP office. <u>收件人姓名</u> Name of recipient: □親自到華測會辦公室領取 Pick up at an SC-TOP Office. | | | | | | |
| | □林口辦公室:新北市林口區仁愛路一段 2 號資訊與教學大樓 B 棟 7 樓 Linkou office: 7F, Information and Academic Building, No. 2, Section 1, Ren-ai Road, Linkou District, New Taipei City □臺北辦公室:台北市和平東路一段 162 號(臺師大校本部)普通大樓 315 室 Taipei office: (NTNU main campus) Room 315 Normal Building No. 162, Sec. 1, Heping E. Rd., Da'an Dist., Taipei City | | | | | | |