

About “English Proficiency Test Score Sheet”

Important!

If you fail to submit the required document within the specified period stated by each degree program, the following measures will be taken regardless of the reason.

- In case the submission deadline specified by the degree program is only “A: Within the application period”, your application will be rejected.
- In case the submission deadline specified by the degree program includes “B : At the time of examination”, you will be considered as absent from Foreign Language Test and excluded from the further selection.

【List of documents acceptable for submission and how to submit them】

Please check the 【Documents (1-4)】 related to the Program, Month of Examination, and Selection of Examination for which you apply and submit them according to the 【How to submit (1A-4A)】 .

Documents	Date of submission of English Proficiency Test Scores [A: Within the application period B: At the time of examination day]	Whether and How to submit					
		Physical Education, Health and Sport Sciences	Art	Design	Design	Heritage Studies	Sport and Olympic Studies
		October Selection Process	October Selection Process	October Selection Process	January to February Selection Process	August Selection Process	January to February Selection Process
		General Selection Process	General Selection Process	General Selection Process * 1	Special Selection Process for Overseas Residents * 1	General Selection Process	General Selection Process
1	A	1A	1A	1A	1A	1A	1A
	B	1B	×	×	×	×	△*2
2	A	2A	2A	2A	2A	2A	2A
	B	2B	×	×	×	×	△*2
3	A		3A	3A	3A	3A	3A
	B		×	×	×	×	△*2
4	A			4A	4A		
	B			×	×		

NOTE: We will NOT accept English Proficiency Test Score Sheet after the submission period in case “×” is described in “B: At the time of examination” field on the above table.

***1** Applicants to the Master’s program in Design (October Selection Process or January to February Selection Process) whose native language is English are not required to submit these documents. However, you may be asked to provide documents or other evidence to verify your English language skills, in which case you must comply with the request.

***2** As a general rule, applicants to the Master's Program in Sport and Olympic Studies are required to submit the test score sheet(TSS) at the time of application. If you are unable to submit the TSS within the application period, you must submit the TSS by the day of the examination.

【Documents】

1	●TOEIC Listening & Reading Test The printed copy of the “Digital Official Score Certificate” with QR code and the URL. Note: If you took the exam in a country which does not issue the “Digital Official Score Certificate” and cannot submit either of the above, please contact us using the address provided below before applying. (Email) Academic Service Office for the Art and Sport Sciences Area : taigeiin.admission@un.tsukuba.ac.jp Note: TOEIC SW Test Official Score Certificate, TOEIC Bridge Test Official Score Certificate and TOEIC Institutional Program (IP) Score Report are not acceptable.
2	●TOEFL-iBT or TOEFL iBT Home Edition The original of the “Test Taker Score Report” or “Official Score Report”(by direct delivery to the university) and “Test Taker Score Report(PDF version)”. Note: TOEFL ITP Score Report is not acceptable.
3	●IELTS Academic The “Additional Test Report Form (TRF)” which is sent “Electronically” to our university from the institution and the printed copy of the “Test Report Form”. Note: IELTS General and IELTS Academic (Online) results are not acceptable.
4	●Others The original of the Certificate of Cambridge Assessment English The original of the Proof of EIKEN Certification or EIKEN CSE Score Certificate The original of the GTEC Official Score Certificate The original of the Official Score Report for TEAP

NOTE: The submitted originals will not be returned.

NOTE: English test must be taken within two years of the examination date. However, TEAP can be submitted if it’s valid at the time of examination.

【How to submit】

1A	Enter the URL in the Web Entry system and submit the printed copy of the “Digital Official Score Certificate” with QR code affixed on the department’s prescribed form ^{*1} on the application.
2A	The following two methods of submitting TOEFL iBT scores are acceptable. 【Method 1】 Affix the “Test Taker Score Report (original)” to the department’s prescribed form ^{*1} and submit it on the application. Note: If you do not have a paper score report, submit it using Method 2. 【Method 2】 First, complete the necessary procedure to have the score data (Official Score Report) sent directly to our university in time for the deadline for submitting application documents. Then submit the printed copy of the “Test Taker Score Report (PDF version)” downloaded from your ETS account affixed on the department’s prescribed form ^{*1} on the application. ^{*2} Institution (DI) code : 9995, Department code : 99

3A	First, complete the necessary procedures to have the “Additional TRF” sent directly to our university in time for the deadline for submitting application documents . When doing so, please select “Electronically” for the sending method. Then submit the printed copy of the “Test Report Form” affixed on the department’s prescribed form ^{*1} on the application .
4A	Affix the original to the department’s prescribed form ^{*1} and submit it on the application.
1B	If you are unable to enter the URL in the Web Entry System within the application period, once the “Digital Official Score Certificate” with QR code is issued, please send the URL and desired Degree program name to the address below by the meeting time on your first examination day. (E-mail) Academic Service Office for the Art and Sport Sciences Area : taigeiin.admission@un.tsukuba.ac.jp In addition, please submit the printed copy affixed on the department’s prescribed form ^{*1} by the meeting time on your first examination day.
2B	If you are unable to submit the documents within the application period, the following two methods of submitting TOEFL iBT scores are acceptable. 【Method 1】 Affix the “Test Taker Score Report (original)” to the department’s prescribed form ^{*1} and submit it at the meeting time on your first examination day. Note: If you do not have a paper score report, submit it using Method 2. 【Method 2】 First, complete the necessary procedure to have the score data (Official Score Report) sent directly to our university in time for the meeting time on your first examination day. Then submit the printed copy of the “Test Taker Score Report (PDF version)” downloaded from your ETS account affixed on the department’s prescribed form ^{*1} at the meeting time on your first examination day.^{*2} Institution (DI) code : 9995, Department code : 99

^{*1} The department’s prescribed form (a PDF file) for affixing can be downloaded after completing the Web Entry.

^{*2} If you would like to use the TOEIC Listening & Reading Test, TOEFL iBT (including Home Edition) and IELTS Academic for the English Proficiency Test Score Sheet, please check the following.

[English Proficiency Test Scores for the University of Tsukuba Graduate School Entrance Examination](#)