



IELTSTM

Folkeuniversitetet Official Test Centre

Online registration is **binding** and will guarantee you a test place on your chosen date.

Cancellation, date change or absence:

• Should you not be able to sit the test, **WRITTEN NOTIFICATION** must be sent to:

ielts@fu.no

- Requests to **transfer** your test date are free up until 5 weeks before your test date, but thereafter:
- Written **cancellations** or **date change PRIOR** to 15 days before the test date will incur an administrative fee of **250kr** and **WITHIN** 15 days a fee of **1000kr** will be charged.
- **Cancellation** within **48 hours** of your first test component (Speaking or Writing) incurs the full test fee of **NOK 2950**. No show on Test Day incurs the **full test fee**.
- If cancellation, date change or absence is due to medical reasons, a statement from a registered medical practitioner is required within 5 working days of your test date. A full refund will be given less an administration fee of **NOK 250**.

WITHOUT WRITTEN CANCELLATION, ABSENT CANDIDATES WILL HAVE TO PAY THE FULL TEST FEE.

ALL WRITTEN COMMUNICATION WITH YOUR TEST CENTRE MUST INCLUDE YOUR FULL NAME, TEST DATE AND TEST VENUE PLEASE.