

# 華語文能力測驗考試規則

## TOCFL Test Regulations

### ● 進場注意事項 Prior to the Examination

- ◆ 請攜帶護照或國民身份證正本到試場參加考試。如果沒有護照或國民身份證正本，請帶兩張有照片的證件正本，姓名必須與報名資料一樣。如果沒有帶身分證件正本，將無法參加考試，且不能要求延考或退費。

A test-taker should present either a valid passport with his/her photo attached or ID card at the test room. If a test-taker does not have the forms of identification mentioned above, TWO other forms of photo identification may also be accepted, but the test-taker's name on these IDs has to be consistent with the registration information. Those who fail to present the valid IDs are not allowed to take the test and will not be able to ask for a refund or reschedule the test.

- ◆ 考試當天請一定要準時進入試場，遲到超過十分鐘就不可以進場（以考場時鐘為準）。因故遲到而無法參加考試者，不得要求延考或退費。

Be sure to enter the test room on time. Admittance is not allowed more than 10 minutes after the test begins (based on the clock in the test center). Those who are late for the test may not request for a refund or reschedule the test.

- ◆ 考試當天請不要帶貴重物品，試場不負責保管責任。

Do not bring anything valuable with you. Test centers assume no responsibility for candidates' personal belongings.

- ◆ 進入試場前，請關閉行動電話及相關電子產品，並取消鬧鈴設定。

Before entering the test room, please turn off your cell phone, alarm clock settings and any other electronic devices.

- ◆ 進入試場前，請先查看試場門口的座號表，確定自己的座位號碼，並按照座位號碼入座。

Look up for your seat number on the seating arrangement sheet on the door before entering the test room. Sit in your assigned seat.

- ◆ 除了身分證件和應試用品（鉛筆、橡皮擦）以外，隨身物品請放在指定的地方，不可以放在座位四周。

Personal items other than your Photo ID and stationery (pencil, and eraser) are not allowed on the desktop. All your personal items must be put away at the front of the test room.

- ◆ 試場內不能吸煙、飲食、嚼食口香糖或攜帶飲料及白開水入座。

There is no smoking, drinking, eating, chewing gum or water in the test room.

## ● 考試期間注意事項 During the Test Session

- ◆ 入座後，請將身分證件放在桌上，並檢查座位貼紙上自己的名字是否正確，如果有錯誤，請在點名時跟監試人員反應。

Your photo ID will be checked before you are admitted. The name that you used to register must match the name on the ID you present at the test center and the personal label on the desktop. If any information is incorrect or missing, please inform the invigilators during the roll call.

- ◆ 測驗中沒有休息時間，如果因為身體不舒服或是要去洗手間，造成測驗時間不夠，也必須在規定的考試時間內結束考試。

No breaks are given during the test. You are required to finish the test in time even if you are permitted to leave the test room for special reasons.

- ◆ 已經進入試場參加考試的考生，必須等到聽力測驗結束後，才能夠提早離開或交卷。

You may turn in the Answer Sheet or leave the test room only when the listening section is finished.

- ◆ 考試時，行動電話及相關電子產品不可以發出任何聲音或振動，如果有違規情況，將取消考試資格。

If your cell phone or any other electronic devices ring, vibrate, or make any noise during the test, you will not receive any scores for this test.

- ◆ 考生不可以左顧右盼、相互交談，影響考試秩序將取消考試資格。

Do not look around, discuss test content, make noise or cause any disturbance during the test session. Or you will not receive any scores for this test.

- ◆ 若發現有人頂替代考，考生與代考者，會被要求離開試場並取消考試資格，二年內不得再報名參加本測驗。

If you attempt to take the test for someone else or have someone take the test for you, both of you will be dismissed from the test room and will not receive any scores for this test. Moreover, both of you may not be able to attend the TOCFL test in the next 2 years.

- ◆ 考試時，嚴格禁止以文字、錄音或其他形式，複製考試內容，如果有違規情況，會被要求離開試場並取消考試資格，二年內不得再報名參加本測驗。

It is not allowed to copy the test content by transcribing, recording or any other format during the test. If you do so, you will be dismissed from the test room and will not receive any scores for this test. Moreover, you may not be able to attend the TOCFL test in the next 2 years.

- ◆ 考生如有作弊或其他違規情況，或有不服監試人員指示者，監試人員可以要求考生離開試場並取消考試資格。

If you fail to comply with the test administration regulations or the test administrator's directions, you will be dismissed from the test room and will not receive any scores for this test.

## ● 考試結束注意事項 After the Examination

- ◆ 當監試人員宣布考試時間結束時，考生應留在座位上等待監試人員清點題本與答案卡數量，考生不可以將題本與答案卡帶走，如有違規情況，將取消考試資格，二年內不得再報名參加本測驗。  
When the test time is up, you must stay in the test room waiting for the proctors' instructions. The proctors will collect all the test books and answer sheets. Taking any of these away from the test room is a serious violation of the rule. If you do so, you will not receive any scores for this test and may not be able to attend the TOCFL test in the next 2 years.
- ◆ 出場後，不得在試場附近逗留或大聲講話。  
After the test, hanging around, discussing or sharing the test content, or giving assistance to other candidates in any form is prohibited.
- ◆ 如有本測驗未列之其他作弊、不良意圖之行為，或影響考試公平、考生權益之事項，及其他特殊情況時，得由監試人員予以登記，再由本會依其情節輕重予以處理。  
Steering Committee for the Test Of Proficiency-Huayu reserves the right to take all actions for disruptive behavior or failure to comply with the test administration regulations or the test administrator's directions during the test session.