

IELTS 雅思退費申請書 IELTS Refund Request Form * 考生請詳細及清楚填寫以下資料,於繳交申請表同時附上相關證明文件正本

*Please complete and submit this form with appropriate evidence.

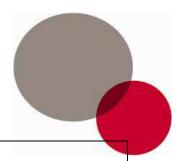
考生中英文姓名(同護照) Candidate Name			(as shown in passport)
聯絡電話 Contact Number		身分證號 I.D. Number	
原考試日期 Test Date	DD / MM / YYYY	原考試地點 Test Venue	
	□ 考試日期五週前 / 5 weeks prior to the test date		
申請原因 Reason for Request	□ 重大疾病及事故 (須檢附醫院之醫師診斷證明書正本) Serious illness (with original medical evidence) □ 配偶/直系親屬身故 (請附訃文正本) Loss or bereavement – death of a close family member □ 公務出差 (請檢附公司開立之出差證明,證明需使用公司信紙或印有公司大小章) Business trip (Evidence on company letterhead is required)		
□ 其他 / Others			
考生簽名 Candidate's Signature		日期 Date	
考生須知(Notices to Candidates): •雅思考試費用退費皆從已繳納之報名費酌收 20%手續費。退費金額將由英國文化協會考試中心統一匯款到考生的帳戶,退費約需一個月的時間。A 20% administration fee will be deducted from the test fee for any refund. The refund will be directly remitted to the candidate's bank account by the British Council. It will take approximately one month to process. •額外成績單及郵資退費則需酌收台幣 100 元手續費。An extra NT\$100 will be charged for requesting a refund for an extra test report or postage. •申請退費考生者需填寫完整銀行帳戶資料及繳回由英國文化協會開立之統一發票。缺件者恕不接受退費申請。The bank details and the original GUI receipt issue by the British Council must be attached to this form. Applications with missing documents will be rejected. •於考試日期五週前申請更改考期/場地考生者,僅能申請變更一次。若因其他因素更改考期/考場者,將由英國文化協會安排至下一場未額滿之考期一次。凡已辦理更動的考生,均不得以任何理由再次申請更動或退費。Candidates are only allowed to transfer to a different test date or test venue <u>once</u> . Under no circumstances can a candidate request another transfer or refund. •請將此表格及證明文件正本郵寄至下列地址。 Please submit this form along with your original evidence to the following address: 英國文化協會考試服務部門 British Council Examinations Services 11047 台北市信義區信義路五段 106 號 2 樓 A2 • 英國文化協會考試中心保有更改考期或退費之最終決定權。The British Council reserves the right to change the test date or refund at its discretion.			
以下由英國文化協會塡寫 For Office Use Only			
經辦人簽名 Received by		授	權印章 (Stamp)
日期 Date			







^{**}Please attach your original GUI receipt and bank details below.



請將發票正本浮貼在此處, 無發票正本者,恕不接受退費申請 Please attach your original GUI receipt. Refunds will not be given without an original GUI receipt.

請確實提供以下資料。建議您將銀行/郵局明存摺封面影本粘貼在此處。資料有誤或不齊全將會造成退費延誤,請再次檢查您所提供的資料是否正確、有無遺漏。無法提供銀行或郵局資料者,恕不接受申請。Please provide your bank details below, or simply attach a copy of your bankbook to avoid any delay that may be caused due to missing or incorrect data. We are unable to process a refund request without bank details.

銀行/郵局

Bank:

分行/支局

Branch:

帳戶名稱 (需爲考生姓名)

Account Name: (Same as candidate)

帳戶號碼

Account Number:

英國文化協會考試服務部 電話: 02 8722 1039

Email: exams@britishcouncil.org.tw



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