

JLPT JULY 2019 – INSTRUCTIONS SHEET FOR FILLING UP

Dear Applicant,

Greetings of the Day

This year we wish to offer writable JLPT application form and the Process is as follows

1. Please download the JLPT JULY 2019 **writable PDF Application form** from our website www.abkaotschennai.com or www.jlptchennaiind.com or www.jlptchennaiindia.com from Monday 4th March 2019 to Friday 5th April 2019. The cost of application will have to be paid along with Test fee which is indicated in the Table under clause 7. Also download the Test Guide and Instruction sheet. kindly go through in detail from page 21 to 30 of Test Guide and the instruction sheet in filling and sending the application form.
2. If you open the PDF file and Fill up formA by typing in the personal computer (PC) your data will automatically get written in FormsB, C and the test vouchers. Then print all the 5 pages in a A4 size sheet to be sent to us as instructed down below. If you fill up by writing, you will have to write in all pages.
3. **It is mandatory that the applicant SHOULD SIGN the application by himself or herself.**The exceptions indicated by Japan Foundation are given below.

Applicant's signature is mandatory.

③ 署名 Signature

この受験案内に書いてあるすべてのことを理解し、同意した上で出願する場合、応募者本人が署名と日付を記入してください。以下の理由で応募者本人が署名するのが困難な場合は、代理人が応募者本人に受験案内の内容を伝え、代理人が署名してください。出願するためには署名は必須です。

- ・ 応募者が未成年の場合
- ・ 身体等に障害があり、自身で署名することが困難な場合

Write your signature and the date in the space provided if you understand and agree to all the conditions and contents of this Test Guide. If it is difficult for the applicant to sign the Application Form for the following reasons, a representative can sign on behalf of the applicant. A signature is required in order to apply for this test.

- Underage applicants
- Applicants with disabilities

4. Please fill the application with correct **date of birth & name** as in the copy of **self-attested ID you are asked to send along with the application.**
5. **Please paste 2 recent Colour Photos Full face Portrait 3 to 4cms X 3cms with plain back ground on the Test Voucher(受験票) at the appropriate place indicated.**
6. Please send the filled application along with a self-attested ID copy, showing your date of birth **(Not year of Birth alone) to be shown to the proctor while entering your test room for verification.**
7. The application with the ID copy must be accompanied by a Demand Draft (D.D) as indicated below in the name of ABK - AOTS DOSOKAI, TAMILNADU CENTER payable at Chennai. Please send the filled in application set either by Courier /

Postal service or can be handed over in person to **ABK AOTS DOSOKAI, Tamilnadu Centre, 3rd Floor, Chateau D Ampa, New No. 37 Old No.110, Nelson Manickam Road, Aminjikarai, Chennai, Tamil Nadu 600029. Please do not send by e mail.**

Level	Test Fees
N1	Rs. 1,300/-
N2	Rs. 1,250/-
N3	Rs. 1,100/-
N4	Rs. 1,050/-
N5	Rs. 1,000/-

8. In case you tick in the Application Form the Box for “**Request Special Testing Accommodations**” then please send also a request letter for special arrangement along with application.
9. Kindly note that the Maximum Number of filled in applications we can receive, all 5 levels put together is **ONLY 3500**. As we review, scrutinize and accept the applications, our site will also have a window showing the current running number accepted against our handling capacity of 3500. There will be No separate Level wise allocation.
10. We will verify and accept **only completed forms without any Defect or missing entry**. (Please check with the Test Guide (Page 21 to30).
11. Though there is a dead line for submitting the forms, we will also be limiting the receipt of correctly filled in application forms “**ON THE FIRST COME FIRST SERVED BASIS**”, as received at our office, only up to 3500, which may be even before the dead line.
12. If any defective entry or missing entry or a bad photograph or no Copy of ID, the form will be returned to the applicant. When the applicant resubmits the form, the same will be accepted after verification, only as indicated in **Clause11**. On the day of re-submission after rectifying the defects, the application will be accepted only if there is a slot on or before 5th April 2019.
13. Once the application, the ID and Photographs with good clarity, is found correct, like the earlier years the **FormC and Test Voucher** will be sent by courier / postal service and a confirmation mail will be sent to the email ID provided by the applicant for information.
14. For any issues you may reach us by e mail:jlptchennaiind@gmail.com with CC to rangaots@gmail.com and rangish@gmail.com
Land line 044-23743575 / 044-23740318 and
Mobile: 99412 14246 / 98402 67855
15. **NO REFUND** will be given under any circumstances once payment has been accepted, unless cancellation is made by the Japan Foundation or JLPT Test Centre Chennai due to unexpected Natural calamities.