

## **General Acknowledgements:**

### **I acknowledge that...**

**1.1** I will abide by these terms and conditions for IELTS One Skill Retake test.

**1.2** IELTS One Skill Retake test results cannot be used for United Kingdom Visas and Immigration (UKVI) application purposes, and I will not be eligible for a refund if I subsequently find that I require an IELTS for UKVI test result.

**1.3** Before registering for IELTS One Skill Retake, I am responsible to check that this test is recognized by the educational institution or any other recognizing organization I intend to send it to. Also, the IELTS Test Centre cannot be held responsible if recognition for IELTS One Skill Retake changes between time of registration and the time I use my score for my individual purposes.

**1.4** In order to be eligible to register for a One Skill Retake test I must have already taken a full IELTS test and received my result. Only then can I register for an IELTS One Skill Retake linked to a single skill (Listening, Reading, Writing or Speaking) on my original IELTS test. The results of my One Skill Retake cannot be applied to a test other than the original IELTS test against which the One Skill Retake is raised. You must take IELTS One Skill Retake within 55 days of your original test date.

**1.5** I must bring a valid passport as proof of my identity with me on test day. This proof of identity must be the same identity document used to register for my original full IELTS test. If I do not bring the same original ID documentation on One Skill Retake test day, then I will not be able to take the One Skill Retake, my test will be cancelled, and I will not be eligible for a refund.

**1.6** I must register and take my One Skill Retake within 55 days of my original IELTS test date represented by the date I took my original Listening, Reading, and Writing test as specified on my original Test Report Form.

**1.7** My IELTS One Skill Retake may result in a different score for the single skill I choose to retake. The score for this single skill may go up, down or remain the same as the score I received in my original full IELTS Test on that skill.

**1.8** My One Skill Retake will also recalculate the overall IELTS score, and this overall score may go up, down or remain the same in relation to the overall score given on my original full IELTS test.

**1.9** Once I have received the results for my One Skill Retake, I will be issued with an additional Test Report Form for OSR with a unique Test Report Form number. My original test results and the Test Report Form associated with my previous full IELTS test will remain valid and will also remain available via the online verification service to any Recognizing Organization to which I apply. "Recognizing Organizations" means educational institutions, professional bodies and commercial organizations that recognize IELTS scores.

**1.10** My One Skill Retake test result will remain valid for two years from the date of my original full IELTS test date for Listening, Reading, and Writing as specified on my original full IELTS Test Report Form.

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**1.11** A maximum of one skill section can be retaken for each full IELTS test. I cannot request a second One Skill Retake on the same full IELTS test. If I wish to improve my IELTS score in more than one skill, I will need to book another full IELTS test covering all four skills.

**1.12** Regarding Enquiry on Results, I understand that...

- 1.12.1 I am able to submit an Enquiry on Results request against my One Skill Retake.
- 1.12.2 If I want to submit an Enquiry on Results against my original full IELTS test, I must do so within six weeks of the date of the original full IELTS test date for Listening, Reading, and Writing, and I must do so before registering for a One Skills Retake against the same full IELTS test.

**1.13** My One Skill Retake booking, or original test result will be cancelled if my original test result for the full IELTS test is withheld or withdrawn and depending on the situation I may or may not be eligible for a refund on my One Skill Retake.

**1.14** I am able to request special access arrangements for the One Skill Retake even if this request is different to any request made as part of my original full IELTS test. The IELTS Test Centre will do their best to accommodate all reasonable requests for access arrangements but cannot guarantee it will be possible to do so within the 55-day book and retake window.

**1.15** Any access arrangements made for my original full IELTS test will not be automatically applied to the One Skill Retake, and I understand that I will need to apply for these access arrangements again as part of the One Skill Retake booking process.

### Personal Information:

**I understand that...**

**2.1** It is necessary for my personal information to be collected and processed in order for me to take the One Skill Retake test in order to verify my identity and to receive my results. This personal information is collected and securely stored and is used by the IELTS Test Centre for the purpose of the IELTS test.

**2.2** My personal information may be processed in an anonymous form by the IELTS Test Centre for statistical analysis and research purposes.

**2.3** My photograph may be taken on One Skill Retake test day for ID authentication purposes, but only the photograph taken on my original full IELTS test day will be used for my One Skills Retake Test Report Form. The same photograph will be made available to any Recognizing Organization to which I apply in order to allow these organizations to verify my test result.

**2.4** All video and audio recordings will be kept for audit, investigations, and training purposes. Speaking test video recordings will be kept for at least 3 months, and audio recordings will be kept for at least 3 years. Video and audio from the Listening, Reading, Writing tests will be held for a minimum of 60 days.

**2.5** My personal information may be processed in an anonymous form by the IELTS Test Centre for statistical analysis and research purposes. Extracts from test sessions may also be used for systems

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training purposes. The IELTS Test Centre may also seek my permission to share extracts from my recordings with its service providers for the purpose of systems training.

**2.6** Use of One Skill Retake IELTS is subject to the terms of the IELTS test privacy policy which can be found at <https://www.ielts.org/policy/privacy-policy>.

**Additional detail on how IELTS uses my information:**

**I Understand that ...**

**2.7** The IELTS TEST PARTNERS recognize and support the right of IELTS test takers to privacy.

**2.8** When I provide my identity information the IELTS Test Centre link that information to my IELTS test and test result on the Test Report Form. This enables me to submit my Test Report Form to Recognizing Organizations and for them to verify my result.

**2.9** When I submit an electronic Test Report Form or a Test Report Form number on my One Skill Retake test to a Recognizing Organization, I consent to the verification of the result by that organization.

**2.10** The spoken and written content I produce while taking the IELTS test remains the property of the IELTS Test Centre and will not be released to me. In cases of proven or suspected malpractice my work may be provided to relevant authorities.

**Fees, Refunds, Cancellations and Transfers:**

**3.1 Request for Transfer of Test Date:**

A request using the Test Date Transfer & Cancellation/Refund Application Form for transferring a test date (i.e., postponement or preponement) applicable for IOC IELTS & IELTS for UKVI. Please refer below table for applicable test date transfer fee of One Skill Retake.

Test Type	Fees
IOC IELTS	INR 2,825

**Request for Cancellation & Refund:**

All applications for cancellation and refund must be sent to the Centre using the Test Date Transfer & Cancellation /Refund Application Form.

Test Type	Refund Amount
IOC IELTS	INR 8,475

**Test Fee for One Skill Retake for IOC IELTS & IELTS for UKVI:**

The fee is subject to change, as per the decision of the Centre, and will be final and binding on the test taker.

Test Type	Refund Amount
IOC IELTS	INR 11,300

## Enquiry on results:

I understand that...

**3.2** Test takers may submit an Enquiry on Results (EOR) on the original and on the OSR test.

However, an EOR for the original test attempt must be made within six weeks of the date of the original test attempt for Listening, Reading and Writing and prior to registering for an OSR against the original test attempt. An EOR for the original test can be on one, two, three, or four skills but an EOR for the OSR test can only be on the single section tested, even though four skills are reported for an OSR. If an EOR on the original test changes the result of a section score that is not the OSR skill, then the changed score is to be changed on the OSR result as well. For example, if an OSR was taken for Writing, a successful EOR on Listening would need to be reflected across both the original and OSR TRFs. If an EOR on the original test changes the result of the section that was retaken as an OSR, then the changed score for the original test does not impact the OSR score as the OSR score overrides the original test score. For example, a successful EOR for a Writing OSR would only result in a change on the OSR TRF as this has no impact on the result of the original. Such request must be made through Test Taker login section at [www.ieltsidpindia.com](http://www.ieltsidpindia.com). I can apply EOR on OSR within the 55 days from the original test date.

**Disclaimer:** All payments, for the Enquiry on Results (EOR) must be made using the payment options as mentioned under the Payment clause hereinabove. There is no guarantee of the band score improving, as a result of re-marking. However, should the band score increase, the re-marking fee paid will be refunded in full. The decision of the Centre will be final and binding on the Test Taker and no further enquiries will be considered once the remarking process has been completed.

## Request for Cancellation:

I understand that...

**3.3** I must pay the full fee in advance to confirm my registration.

**3.4** I can cancel my IELTS One Skill Retake depending on Extraordinary Circumstances as listed hereunder:

- a) Serious illness - linked to hospital admission or other serious illness making the test taker not able to sit the test. For example, typhoid, jaundice, eye flu, infectious disease, surgery etc. Please note, ordinary viral fever, cough & cold, stomach upset etc. will not be considered.
- b) Serious injury - linked to hospital admission, or injury such as fracture of the hand used for writing etc.
- c) Loss or bereavement - death of a close family member, hardships / trauma d. Victim of crime. Victim of a traffic accident.
- d) Loss of Passport after applying for the test.
- e) Passport submitted to passport office for any services, after applying.

For an application to be considered under this category, the test taker must submit an application in writing, along with the relevant document (original or certified copy) attested by a first-class government officer. N.B the original from the below list of documents must be brought along with the application and shown to the Centre.

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- a) Medical certificate signed by a registered medical practitioner and bearing his/her registration number.
- b) Hospital admission certificate and discharge summary (in case of hospitalization) c. Police report/FIR.
- c) Death certificate signed by a registered medical practitioner and bearing his/her registration number.
- d) Receipt from the passport office detailing the passport number and the expected date of when the passport will be returned.

**3.5 I understand and acknowledge...**

OSR registration is allowed only within 55 days from original test date:

- 3.5.1 Test taker can cancel booking subject to realization of the payment.
- 3.5.2 Once booking cancelled, Test Taker will get refund for previous OSR booking.
- 3.5.3 Test taker can rebook another OSR test with fresh payment within the OSR timeline.
- 3.5.4 An administrative charge of 25% will be applicable.

**3.6** The IELTS Test Centre will levy an administrative charge of 25%. Test Centre may waive cancellation provisions and give me a full refund if I make a case in writing for exceptional circumstances to my Test Centre before the test or up to five calendar days after the test date if I did not attend the test.

Exceptional Circumstances may include:

- a) Serious illness - linked to hospital admission or other serious illness making the test taker not able to sit the test. For example, typhoid, jaundice, eye flu, infectious disease, surgery etc. Please note, ordinary viral fever, cough & cold, stomach upset etc. will not be considered.
- b) Serious injury - linked to hospital admission, or injury such as fracture of the hand used for writing etc.
- c) Loss or bereavement - death of a close family member, hardships / trauma d. Victim of crime. Victim of a traffic accident.
- d) Loss of Passport after applying for the test.
- e) Passport submitted to passport office for any services, after applying.

For an application to be considered under this category, the test taker must submit an application in writing, along with the relevant document (original or certified copy) attested by a first-class government officer N.B the original from the below list of documents must be brought along with the application and shown to the Centre.

- a) Medical certificate signed by a registered medical practitioner and bearing his/her registration number.
- b) Hospital admission certificate and discharge summary (in case of hospitalization) c. Police report/FIR.
- c) Death certificate signed by a registered medical practitioner and bearing his/her registration number.
- d) Receipt from the passport office detailing the passport number and the expected date of when the passport will be returned.

## Request for Transfer of OSR Test Date:

I understand that...

**3.7** Transferring of a test date (i.e., postponement or preponement) to another date can be made to the Centre till 4 days before the OSR test date (before the schedule is released).

The allocation of the next test date will be at the sole discretion of the Centre and subject to availability. The IELTS Test Centre will levy an administrative charge of 25%.

I understand that...

**3.8** I can only transfer the same One Skill Retake booking once.

**3.9** Under certain circumstances outside Test Centre control, Test Centre may have to cancel my test. These circumstances include and are not limited to extreme weather conditions, natural disasters, civil unrest, industrial action, global pandemic or for reasons of force majeure. In these circumstances, my Test Centre will provide me with as much notice as possible and give me the choice of either a full refund, or as far as the 55-day window rule allows, offer me an alternative One Skill Retake date.

**3.10** Local consumer protection laws in the country where I have registered to take the test may also apply.

## Test Day Arrangements and Behavior:

I understand and acknowledge on the day of the One Skill Retake test, I must...

**3.11** Bring proof of my identity. This proof of identity must be the same identity document used to register for my original full IELTS test. If I do not bring the same original ID documentation on One Skill Retake test day, then I will not be able to take the One Skill Retake, my test will be cancelled, and I will not be eligible for a refund.

**3.12** Arrive at the Centre before the scheduled test start time. If I arrive late, I will not be allowed to take the test and I will not be eligible for a refund or transfer.

**3.13** Leave all personal belongings in the designated belongings area. The only items I may bring into the test room are my approved identity document, standard pen(s), pencil(s) and eraser(s), and a bottle of water (label-free). All electronic devices and all watches must be left in the belongings area and must be switched off. I may be electronically scanned for devices at any time during the test day. While the Centre will take all reasonable measures to secure my items in the belongings area, the Centre cannot be held responsible for any loss.

**3.14** Consent for my identity to be verified. This may include:

- 3.14.1 Having my photograph taken. I will be required to temporarily remove any covering from my face. If I refuse to have my photograph taken will not be allowed to sit the test and will not be entitled to a refund.
- 3.14.2 Providing a sample of my signature or handwriting.
- 3.14.3 Having my finger scan taken.
- 3.14.4 Close inspection of my original ID documentation.

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I further understand that if I am in breach of these conditions or fail to comply with all identity verification and instructions given by Test Day Staff on the test day, then I will not be allowed to sit the test, nor will I be eligible for a refund or transfer.

**I understand that I should...**

**4.1** Tell the invigilator at once if I do not see the correct test on my computer screen.

**4.2** Raise my hand if I need to ask the invigilator a question.

**4.3** Not ask for, and will not be given, any explanation of the test questions.

**4.4** Leave all test materials in the test room at the end of the test. The test materials include Speaking booklets, answer sheets and rough paper.

**4.5** I undertake not to...

- 4.5.1 Talk to or disturb other Test Takers once the test has started.
- 4.5.2 Lend anything to, or borrow anything from, another Test Taker during the test.
- 4.5.3 Eat or smoke in the test room.
- 4.5.6 Leave the test room without the permission of the invigilator. Leave my seat until all test materials have been collected and I have been told I can leave.
- 4.5.7 Engage in any form of malpractice which may damage the integrity and security of the IELTS test. Malpractice includes but is not limited to attempting to cheat in any way; using notes of any kind from any source; helping another Test Taker to cheat; impersonating another Test Taker or having another Test Taker impersonate me; copying the work of another Test Taker; disrupting the test in any way; reproducing any part of the test in any medium.

**I understand and acknowledge that...**

**4.6** If I am suspected of engaging in any form of malpractice or do anything that might damage the integrity and security of IELTS, I may not receive a test result, my test fee will not be refunded, and I may be banned from taking the IELTS test in the future. If I am banned, I will receive a notification stating the length of the ban. If I am subject to a ban and I register to take the test, I will not receive a test result and I will not be entitled to a refund.

**4.7** Details of any proven or suspected malpractice may be provided to Recognizing Organizations, including governments (including visa processing authorities) and appropriate regulatory authorities, and centrally to the IELTS Test Centres. In instances where malpractice has been proven, I may be liable to prosecution.

### Test Results:

**I understand and acknowledge that...**

**4.8** When my One Skill Retake is taken on computer, results will normally be issued between within 2 days calendar days. The IELTS Test Centres reserve the right to exceed 5 days when additional security checks and data processing are required in order to ensure test integrity and accuracy of results.

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**4.9** I will be able to access a downloadable and printable version of my electronic Test Report Form from the online booking platform I used to register for my test. The IELTS Test Centres cannot post or otherwise provide paper Test Report Forms to test takers who take a One Skill Retake test.

**4.10** If a Recognizing Organization makes it a requirement to receive a paper Test Report Form directly from an IELTS Test Centre then I should submit a request to the partner with whom I took the test. I must provide evidence of this Recognizing Organization requirement e.g., an email from the organization or relevant website reference. At their discretion, the IELTS Test Centres will then decide whether to send a paper version of the Test Report Form to the nominated recognized organization. The partners reserve the right to apply a reasonable charge for this service to cover postage and administrative costs.

**4.11** If any of the data on the Test Report Form is altered in any way, my test result will be cancelled.

**4.12** My result may be adjusted or cancelled after it has been issued if any irregularity is later identified.

## **Test Integrity, Security and Malpractice:**

**I understand that...**

**4.13** I must attend the IELTS One Skill Retake Test in order to receive a test score.

**4.14** IELTS takes strict measures to prevent and detect malpractice. The IELTS TEST Centre have a responsibility to all test takers and Recognizing Organizations to maintain the highest confidence in IELTS test results. The IELTS TEST Centre may therefore be required to withhold test results temporarily or permanently, or to cancel test results already issued, if they consider those results to be unreliable for any reason.

**4.15** My test result may not be issued within the usual time period if the IELTS TEST Centre consider it necessary to review any matter associated with my test or the administration of my test.

**5.1** Exceptionally, I may be required to provide additional samples of a written text and/or a spoken text for the purposes of assisting an investigation before or after the test.

**5.2** With regard to my One Skill Retake, if I am suspected of any kind of malpractice (“cheating”) or do anything that might damage the integrity and security of IELTS, then the IELTS Test Centres reserve the right to...

- 5.2.1 Withhold or withdraw the results for my original full IELTS test.
- 5.2.2 Withhold or withdraw my One Skill Retake results.
- 5.2.3 Issue an international ban that will prevent me from taking the IELTS test in the future, whether IELTS Online or IELTS on Paper or IELTS on Computer.
- 5.2.4 Refer the case to a local law enforcement agency and other relevant regulatory authority.



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- 5.2.5 Provide the details of my malpractice activity to educational institutions and border agencies.

In such cases, I will not be eligible for a test fee refund.

**5.3** If the results for my original full IELTS test are withheld, then my One Skill Retakes results will be withheld also.

**5.4** An international ban may be permanent. If I am subject to a ban and I nevertheless register to take the test, I will not receive a test result and I will not be entitled to a refund. The work I produce in the IELTS test remains the property of the IELTS Test Centre and will not be released to me.

If I have any comments or complaints relating to the test or the delivery of the test, I should refer to the procedures and options available at <https://www.ielts.org/for-test-takers/ieltscomplaints-policy>.

### Disclaimers

**5.6** I acknowledge that I am responsible for taking my test well in advance of any submission deadlines to Recognizing Organizations. The IELTS Test Centre cannot be held responsible in the event that the issuance of test taker results exceeds the normal period given in these terms and conditions.

**5.7** The International English Language Testing System (IELTS) is designed to be one of many means and factors used by academic institutions, government agencies, professional bodies, and employers in determining whether a test taker can be admitted as a student or be considered for employment or for citizenship purposes. IELTS is not designed to be the sole method of determining admission or employment. IELTS tests are made available to all persons, regardless of gender, race, nationality, or religion. The One Skill Retake is not recommended to persons under 16 years of age.

**5.8** The IELTS Test Centre and any other party involved in creating, producing, or delivering IELTS shall not be liable for any direct, incidental, consequential, indirect, special, punitive, or similar damages arising out of access to, use of, acceptance by, or interpretation of the results by any third party, or any errors or omissions in the content therein.

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