

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTRI NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

November 23, 1979

MEMORANDUM  
No. 291, s. 1979

TOEFL TEST SCHEDULE CHANGES FOR 1979-80

To: Bureau Directors  
Regional Directors  
Schools Superintendents  
Presidents, State Colleges and Universities  
Heads of Private Schools, Colleges and Universities

1. For the guidance of students going abroad, the TOEFL (Test of English as a Foreign Language) Program Office, Princeton, New Jersey, U.S.A. announces the changes in its testing schedule and test related services for the period from January to June 1980.

2. These changes are quoted as follows:

"Test Administrations

In the State of New York, TOEFL will be administered on these dates ONLY

February 15, 1980 (Special Center)  
May 17, 1980 (International)

NOTE: It is suggested that you register early for these dates if you plan to take TOEFL in New York State as testing space and materials are limited.

"Official Score Reports

Official score reports for New York colleges, universities, agencies, or other institutions may be requested only for the February 15 and May 17, 1980 TOEFL administrations, NO MATTER WHERE YOU TAKE THE TEST IN THE WORLD.

"Additional Official Score Reports

From January through June 1980, additional official score report requests for New York are limited to the February 15, and May 17, 1980 administrations. Requests for additional official score reports for other TOEFL administrations from January through June will be returned to you.







Requests for additional official score reports for TOEFL administrations prior to January 1980 (with the two-year limitation as described in the 1979-80 TOEFL Bulletin of Information and the Handbook for Applicants) will be honored, with the possible exception of the December 14, 1979 administration.

\* \* DECEMBER 1979 \* \*

"The December 14, 1979 TOEFL Special Center administration will be offered at all scheduled test centers. It is possible that interpretations of the law that will be made by the State of New York will make it practically impossible to report scores for this administration to New York colleges, universities, agencies, or other institutions. Because of the uncertainty about score reporting to New York institutions for the December 14 administration, read the following information carefully.

- "1. If you plan to have your official scores sent to one or more institutions or agencies in the State of New York and you are already registered to take TOEFL on December 14, you may request that your registration be transferred to the February 15 or May 17 administration. (If your registration is transferred to the May 17 International Testing Program administration, you will receive a US \$6 refund of the test fee.) If you wish to request that your registration be transferred, you should immediately return your Admission Ticket for the December 14 test date. Be sure to say which date you prefer. Every effort will be made to transfer your registration, but no guarantees can be made. Mail your Admission Ticket to TOEFL Services, Box 899, Princeton, New Jersey 08541, U.S.A.
- "2. If you are already registered for the December 14 administration and you decide not to take TOEFL, you are eligible for a full refund of your test fee. Your request for a full refund must be mailed with your Admission Ticket and postmarked before December 14, 1979. Mail your refund request and your Admission Ticket to: TOEFL Services, Box 899, Princeton, New Jersey 08541, U.S.A.
- "3. Official score reports for the December 14 administration that you request for any colleges, universities, agencies, or other institutions located outside the State of New York will be sent.









"If you mark the institution code of a New York State institution on your answersheet, and TOEFL scores are not reported to New York State institutions for the December 14 administration, official score reports will be sent to all the places you requested EXCEPT to those located in the State of New York.

"You will receive a copy of the Applicant's Score Confirmation Report\* in place of a score report requested for an institution in New York State. The Applicant's Score Confirmation Report(s) will be sent directly to you.

#### Additional Official Score Reports

"No additional official score reports for New York colleges, universities, agencies, or other institutions may be requested for the December 14, 1979 administration if official score reports for this administration are not sent to institutions in the State of New York.

"The Applicant's Score Confirmation Report is supplied to applicants to enable them to verify the information the test-scoring machine reads from their answer sheets, including the codes of institutions designated to receive official score reports.

"The confirmation report is not an official score report. Its authenticity cannot be guaranteed by the TOEFL program without verification, a service which is provided free of charge to institutions as noted in the upper right-hand corner of the confirmation report. Requests for verification by New York institutions will be honored only for those test dates for which scores may be officially reported to that state according to the revised testing schedule. Acceptance of unauthenticated score confirmation reports provided by applicants is at the discretion of the receiving institutions."

3. For additional information regarding TOEFL changes, please write to:

TOEFL  
Box 825  
Princeton, New Jersey 08541  
U.S.A.







4. Immediate dissemination of this Memorandum to all concerned is desired.

(SGD.) ONOFRE D. CORPUZ  
Minister of Education and Culture

Reference:

N o n e

Allotment: 2--(E.O. 3-76)

To be indicated in the Perpetual Index  
under the following subjects:

~~CHANGE~~  
~~INCIDENTS~~  
~~TESTS~~





