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**IELTS Frequently Asked Questions**

**Where will my test take place?**

All modules of the IELTS test in York will take place at Melton College in York.

**What time will the test start?**

You need to register for the test between 08.30 and 09.30. Registration closes promptly at 09.30. The timetable for the test is as follows –

09.30 – 13.00 – Listening, Reading and Writing papers (no breaks) \*

13.15 – 17.15 – Speaking tests \*

\*These timings are approximate and cannot always be guaranteed

**Can you tell me when my speaking test is?**

Your speaking test time will be displayed on your desk label on your desk when you enter the exam room. Speaking tests at Melton College will always be in the afternoon following the written papers

**Can my speaking test be earlier?**

Requests for early speaking tests must be made ONE WEEK before the test. No amendments to speaking timetables can be made on the exam day

**Is parking available at Melton College?**

Parking is not provided, the nearest public car park is on Nunnery Lane which is a 10-minute walk from Melton College. You can find directions and further details here - <https://www.york.gov.uk/directory_record/505/nunnery_lane_car_park_-yo23_1aa>

**Is there anywhere I can buy refreshments?**

Melton College has a café in the waiting area. You are able to buy hot and cold drinks and snacks here. We do not have any lunch items available. You can only pay in cash in the café

**Can I write in pen throughout the test?**

Your answers for your listening and reading papers MUST be completed in pencil. You can write in either pen or pencil for your writing exam. Items of stationery will be provided on the test day; you will not be allowed to take your own into the test room

**What can I take into the test room with me?**

You must bring the Passport/National Identity card you used to register for the test into the test room with you. You must leave everything else outside the examination room. Mobile phones and pagers must be switched off and placed with personal belongings in the area designated by the supervisor. If you do not switch off your phone/pager or keep it on you, you will be disqualified. You can also take water in a transparent bottle only. Watches are no longer allowed to be taken into the test room. Medicine can be taken into the test room but you must agree this with the invigilator when you register

**Where can I leave my belongings?**

We provide a classroom for all candidates to leave their belongings. This room does not have private lockers so please do not bring anything very valuable. Melton College do not accept any responsibility for any loss or damage to candidate’s belongings. All belongings; coats, bags and electronic devices need to be kept in this room

**Can my family member/friend wait for me whilst I complete the test?**

We do not have any facilities for people accompanying candidates and anyone arriving with you will not be allowed to enter the building

**What ID can I use to register for the test?**

We currently accept valid passports, valid National Identity Cards (from EU Nationals only) and valid UK Residence Permits. If you do not have a Passport and have applied to the UK Government for registration in the UK, please contact katie.davis@melton-college.co.uk for further assistance

**Can I make notes during the test?**

No paper is provided for making notes but you can write on the question booklets if you wish. However, the examiner(s) will not look at these and anything you write on rough paper cannot be taken out of the test room

**Will there be a clock in the exam room?**

Yes, a clock will always be visible and start and finish times for the reading and writing papers will be displayed. Time checks will also be given verbally by the invigilator

**Do I need to submit a passport sized photo with my application?**

No, we now take a photo of you on the test day. Please see the attachment on this email for further details.

**Why are there two versions of the test?**IELTS has two versions – Academic and General Training. The Academic test is for those who want to study at a tertiary level in an English-speaking country. The General Training test is for those who want to do work experience or training programs, secondary school or migrate to an English-speaking country. All candidates take the same Listening and Speaking tests but different Reading and Writing tests

**Do I need to take an IELTS for UKVI test?**

Please ensure you book the correct test you need. You can find lots of information on IELTS by visiting – [www.takeielts.org](http://www.takeielts.org) – if you book the wrong test, you will not be able to receive a refund. It is your decision as to which test you take

**Which version of the test should I do?**

Read the explanation of the Academic and General Training tests, then contact the organisation or institution to which you are applying to find out what it requires. Note that you must know which version to take when you complete the application form. It is your responsibility to apply for the correct version

**What is the test format and how long will it take?**
IELTS has four parts – Listening (approx. 35 minutes), Reading (60 minutes), Writing (60 minutes) and Speaking (11–14 minutes). The Listening, Reading and Writing tests are done in one sitting. The Speaking test may be on the same day or up to seven days before or after the other tests (at Melton College, the speaking tests are always on the same day)

**Which part do I take first?**

You do the Listening test first following by the Reading and Writing components of the test. The speaking test at Melton College is conducted on the same day

**What kinds of accents can be heard in the Listening and Speaking tests?**
As IELTS is an international test, a variety of English accents are used in both of these tests

**Does the Listening recording provide instructions and pauses?**
Yes. At the beginning, you hear instructions and a sample question. Then you read section 1 questions, listen to section 1 and answer the questions

**Is there a similar period of 10 minutes in the Reading test to transfer answers?**
**No.** The Reading test is one hour, and you must write all your answers on the answer sheet in this time

**What if I need to postpone or cancel my application?**
If you postpone or cancel your application more than 5 weeks before the test date, you will receive a refund minus an administration charge of £25.00. If you postpone or cancel within 5 weeks of the test date, you will be charged the full fee unless you have a medical reason. If you provide a medical certificate within 5 days of the test date, you will receive a refund minus the administration charge of £25.00

**What if I am absent or sick on the test day?**
If you are away on the test day with no prior notice, you will lose your full fee. However, if you provide a medical certificate within 5 days of the test date, you will receive a refund minus the local administrative charge of £25.00

**What do I need for the Speaking test?**
You must bring the same identification documents you supplied on your IELTS Application Form/Online Registration and used for the rest of the test. Your ID will be checked before you enter the interview room and you will be required to confirm your identity via fingerprint

**How are the tests marked?**
IELTS uses a 9-band scoring system to measure and report test scores in a consistent manner. You receive individual band scores for Listening, Reading, Writing and Speaking and an Overall Band Score on a band scale from one to nine

**Who sets the ‘pass’ mark for the IELTS test?**
There is no pass or fail in IELTS. Scores are graded on the 9-band system. Each educational institution or organisation sets its own level of IELTS scores to meet its individual requirements

**When will I receive my test results?**
Your Test Report Form will be posted to you 13 days after your test date. Melton College also offer the Online Results Service which can be accessed on the 13th day, you will receive details via email a few days before the results are released. Keep your Test Report Form in a secure place as you only receive one copy. However, IELTS Test Partners have a responsibility to all candidates and Recognising Organisations to ensure the highest confidence in the accuracy and integrity of test results and that the IELTS Test Partners therefore reserve the right to withhold test results temporarily or permanently, or to cancel test results which have been issued, if they consider those results to be unreliable for reasons of suspected malpractice or any other irregularity in the test process.

**Can my Test Report Form be posted to my address outside of the UK?**

First Class postage within the UK is free. If you would like your Test Report Form posting outside of the UK, this will be sent by tracked mail and will incur an additional fee. Please contact Katie at Melton College for a quote – katie.davis@melton-college.co.uk

**What if I lose my Test Report Form?**
Test Report Forms are valid for two years. Copies cannot be sent to candidates but IELTS will forward a Test Report Form to your relevant institution or embassy. Additional copies will incur a charge of £10.00 and you may be required to pay a postage fee

**How soon can I re-sit the test?**
There is no limit on sitting the test. However, IELTS recommends you do additional study before taking the test again. Melton College offer preparatory courses and language classes, please contact us for details. You can also improve your skills by using the IELTS Official Practice Materials and the Road to IELTS which is available at [www.takeielts.org](http://www.takeielts.org)

**What if I feel my test result is wrong?**
You can apply for an ‘Enquiry on Results’ at your test centre within six weeks of the test date. You must pay an enquiry fee, which is fully refunded if your band score changes. Note that IELTS Examiners and markers follow strict assessment guidelines and are regularly monitored. The IELTS testing process has the highest quality control procedures

**What if I am delayed by circumstances beyond my control?**
Melton College may be able to offer you another test depending on availability. You would be required to provide evidence of why you were unable to arrive on time