



# Local Legislation

## Transferring Your Test Date

If you cannot sit the test on the date that you applied for, and you want to transfer to another date you must notify us three weeks BEFORE the test date you originally applied for. Please complete the Request for Test Date Transfer Form (found at [www.chesfiji.org](http://www.chesfiji.org)) and email to [info@ches.ac.fj](mailto:info@ches.ac.fj) . If seats are available, we will endeavor to accommodate your request. You will be charged an administration fee of FJD135.

If you **do not** notify us three weeks before the test date you applied for, you will not be eligible for a transfer or a refund. You will have to pay the **full test fee** once again for the new test date.

## Cancellation Of Your Application

An administration fee of FJD135 applies if you wish to cancel your test.

You need to notify us no later than three weeks before the test date. Please complete the IELTS Request for Refund or Test Date Transfer Form (found at [www.chesfiji.org](http://www.chesfiji.org)) and email to [info@ches.ac.fj](mailto:info@ches.ac.fj). After the three-week deadline has expired, there will be **no refund given**, unless proof of bereavement or severe illness is provided. If you do not attend the test on your scheduled date, you will not receive any refund unless you can provide a medical certificate covering your test date. This must be done within five days of the test day to receive a partial refund or transfer. The FJD135 administration fee still applies and will be deducted from your test fee.

## IELTS Test Results

You can search for your provisional IELTS results online at <https://results.ieltsessentials.com/> .

Your IELTS results are usually available online 13 days after your test date, and will remain available for 28 days thereafter. On-line preview of the results should not be used as official confirmation of your performance.

Up to five copies of your Test Report Form (TRF) will be sent to the relevant institution(s) you have listed on your IELTS application form. Charges for courier services will be passed on to candidates. If you lose your TRF contact your Test Centre. Additional copies requested after you receive your results cost FJD20 per copy.



## Enquiry Of IELTS Results

If you wish to query your test results, please contact the IELTS Administrator within six weeks of your test date to apply for a re-mark (EOR). This procedure costs FJD266 and can take up to six weeks to process.

If there is an INCREASE in your results, you will be issued a new TRF and receive a full refund. If there is NO CHANGE to your results, you will not receive a refund.

## Re-taking IELTS

There are no restrictions on retaking IELTS. You can register for a test date as soon as you feel you are ready to do so. Please note that your score is unlikely to increase unless you make a significant effort to improve your English before re-taking the test. More information is available from [www.ielts.org/resitting](http://www.ielts.org/resitting).