

The Japanese-Language Proficiency Test (JLPT) in December 2017

Special Accommodations Request Instructions for People with Disabilities

The Japan Foundation
Center for Japanese-Language Testing

Special accommodations may be provided for examinees with disabilities. Those who wish to apply for special accommodations (hereafter referred to as *applicants*) should apply after reading this document in full.

1. Documents to be submitted:

- a. Special Accommodations Request Form
- b. Any necessary supporting documents (physicians' note, etc.)
- c. 2017 JLPT Application Form (If you choose to register for the test ONLINE, you MUST send a copy of your registration confirmation email.)

Applicants should fill out all 4 pages of the *Special Accommodations Request Form* and send it with their Application Form and other required documents to AATJ. It is also possible for a representative to apply on behalf of the applicant.

2. Application period:

The JLPT application period is August 28 through September 29, 2017.

The application must **arrive** at AATJ by September 29. [Applications postmarked September 29 will not be accepted](#), and no special arrangement will be considered for requests submitted after the deadline.

3. Decision process regarding the implementation of special accommodations:

- (1) The Japan Foundation, which organizes the test, in consultation with the Committee for Special Testing Accommodations (CSTA), will decide what accommodations should be put in place based on the contents of the request form.
- (2) If the information provided on the request form is not sufficient, The Japan Foundation may contact the applicant or their representative to request further information.
- (3) The applicant or their representative will be notified of the final decision regarding the special accommodations by mid November.
- (4) All communication between applicant or their representative and The Japan Foundation will be conducted by way of the host institution (AATJ).

4. Notification of results:

The notification of test results will not make any mention of special accommodations, unless the applicant requests to the contrary: however, the notification will record listening test exemptions, if any.