

華語文能力測驗

特殊考生服務辦法（臺灣考區適用）

一、華測會針對特殊考生提供不同服務，幫助考生順利參加華語文能力測驗。

（一）肢體障礙考生可以申請：

1. 提前 5 分鐘入場準備
2. 安排在一樓教室或有電梯抵達的樓層
3. 上肢不便考生，「閱讀測驗」可延長 20 分鐘作答時間

（二）視覺障礙考生可以申請：

1. 電腦 Windows 系統內建放大鏡。
2. 閱讀測驗可延長 20 分鐘作答時間。
3. 中度以上程度者，可以申請免試閱讀測驗。

（三）聽覺障礙考生可以申請：

1. 使用自備聽力輔具
2. 中度以上程度者，可以申請免試聽力測驗。

二、申請方法：

（一）一般報名：

請在報名後，填寫「特殊考生服務申請表」；並在報名截止日起一週內，將填妥之「特殊考生服務申請表」、「身心障礙證明」或「醫院鑑定證明文件」（非中英文版，請出具公證書）電郵傳送服務信箱：service@sc-top.org.tw。如果沒有事先申請、檢附有效證明文件，或資料有誤不全，華測會無法在考試當天為您提供特殊服務。

（二）突發狀況：

如果考生在報名後發生突發傷病，需要申請特殊服務，請儘速填妥紙本申請表，並檢附就醫證明，電郵至服務信箱：service@sc-top.org.tw，受理截止日為考前二日。

三、注意事項：

- （一）經本會同意延長作答時間者，若報名同一天上、下午場測驗，不得請求延長中場休息時間。
- （二）經本會同意免試某單項測驗者，其成績單和證書只呈現所報考的單項測驗。
- （三）上述服務如果不符合實際需求，歡迎洽詢華測會，在不影響測驗公平原則下，將盡力配合協助；如果超出本會可提供服務範圍，恕無法受理報名。

四、視覺及聽覺障礙分級表：

	視覺障礙	聽覺障礙
輕度	1. 矯正後兩眼視力均看不到 0.3，或優眼視力為 0.3，另眼視力小於 0.1 時，或優眼視力 0.4，另眼視力小於 0.05 者。 2. 兩眼視野各為 20 度以內者。 3. 優眼自動視野計中心 30 度程式檢查，平均缺損大於 10dB 者。	雙耳整體障礙比率介於 50.0% 至 70.0%。
中度	1. 矯正後兩眼視力均看不到 0.1 時，或優眼視力為 0.1，另眼視力小於 0.05 者。 2. 優眼自動視野計中心 30 度程式檢查，平均缺損大於 15dB(不含)者。	雙耳整體障礙比率介於 70.1% 至 90.0%。
重度	1. 矯正後兩眼視力均看不到 0.01(或小於 50 公分辨指數)者。 2. 優眼自動視野計中心 30 度程式檢查，平均缺損大於 20dB 者。	雙耳整體障礙比率大於 90.0%。

資料來源：身心障礙者鑑定表（2015 年 1 月 12 日起生效）

Services for Test-takers with Special Needs (for Use in Taiwan)

I. Services Available:

Test-takers in Taiwan with special needs may request SC-TOP to arrange the following.

1. Test-takers with mobility impairment:
 - a. Enter the test room five minutes earlier
 - b. Take the test on the ground floor or on a floor with access to an elevator
 - c. Have an extra 20 minutes for the Reading Test, for test-takers with upper limb impairment.
2. Test-takers with visual impairment:
 - a. Use the built-in magnifying glass of the Windows Operating System.
 - b. An extra 20 minutes for the Reading Test.
 - c. An exemption from the Reading Test, for test-takers with severe visual impairment.
3. Test-takers with hearing impairment:
 - a. Use of their own hearing aid
 - b. An exemption from the Listening Test, for test-takers with severe hearing impairment.

II. Application Procedure:

1. Apply in Advance Online

After registering for the test, fill in the TOCFL Test-takers with Special Needs – Application Form below, and **within one week after the registration deadline**, email the completed application form to SC-TOP at service@sc-top.org.tw, together with a Physical or Mental Disability Certificate or an assessment document issued by a hospital as documentary proof of your having special needs. Any document that was not written in Chinese or English must be notarized.

Please note: SC-TOP cannot provide special arrangements on the day of a test if an application has not been made in advance, or if an application does not include valid supporting documentation, is incomplete, or provides incorrect information.

2. Apply after Unexpected Circumstances

If a test-taker suffers an unexpected injury or health problem and needs to apply for special services, must fill out the TOCFL Test-takers with Special Needs – Application Form below and email it together with a medical report to SC-TOP at service@sc-top.org.tw as quickly as possible. The documents must be submitted at least two days before the test.

III. Remarks:

1. A test-taker who has been granted an extended test period who is taking tests in both the morning and afternoon sessions on the same day will NOT be granted an extended midday rest period.
2. Test-takers who have been given an exemption from the Reading Test or Listening Test section of the Listening & Reading Test will receive a score report and certificate that only lists the results of the test they have attended.
3. SC-TOP does its best to accommodate the needs of test-takers who require special assistance while maintaining the fairness of the test. SC-TOP will regretfully decline any test registration if the form of special assistance requested goes beyond the scope of the services it can arrange.

IV. Degrees of Visual and Hearing Impairment

	Visual Impairment	Hearing Impairment
Mild	<ol style="list-style-type: none"> 1. Visual acuity for both eyes with correction does not reach 0.3; or visual acuity reaches 0.3 for the better eye and is below 0.1 for the other eye; or visual acuity reaches 0.4 for the better eye and is below 0.05 for the other eye. 2. Visual field for each eye is 20 degrees or less 3. Automatic perimetry check for better eye is 30 degrees; average impairment is greater than 10 dB. 	Overall hearing impairment ratio for both ears is between 50.0% and 70.0%.
Moderate	<ol style="list-style-type: none"> 1. Visual acuity for both eyes with correction does not reach an average of 0.1; or visual acuity reaches 0.1 for the better eye and is below 0.05 for the other eye. 2. Automatic perimetry check for better eye is 30 degrees; average impairment is necessarily greater than 15 dB. 	Overall hearing impairment ratio for both ears is between 70.1% and 90.0%.
Severe	<ol style="list-style-type: none"> 1. Visual acuity for both eyes with correction does not reach an average of 0.01 (or is less than 50 cm counting fingers). 2. Automatic perimetry check for better eye is 30 degrees; average impairment is necessarily greater than 20 dB. 	Overall hearing impairment ratio for both ears exceeds 90%.

Source: Physical and Mental Disability Evaluation Table, effective January 12, 2015)

華語文能力測驗 特殊考生服務申請表 (臺灣考區適用)

TOCFL Test-Takers with Special Needs – Application Form (for Use in Taiwan)

申請日期 Application Date : 年(Y) 月(M) 日(D)

● 個人資料及聯繫方式 Personal Data and Contact Information

中文姓名 Chinese Name		英文姓名 English Name	
國籍 Nationality		希望聯繫方式 Preferred Contact Information	<input type="checkbox"/> 電話 Telephone <input type="checkbox"/> 電子郵件 Email
聯絡電話 Contact Telephone		電子郵件 Email Address	
緊急聯絡人 中文姓名 Chinese Name of Emergency Contact		緊急聯絡人 電話 Emergency Contact Phone Number	
申請原因 Reason for Application	<p>◆ <input type="checkbox"/> 肢體障礙 Mobility Impairment <input type="checkbox"/> 輕度 Mild <input type="checkbox"/> 中度 Moderate <input type="checkbox"/> 重度 Severe <input type="checkbox"/> 上肢 Upper Body <input type="checkbox"/> 下肢 Lower Body <input type="checkbox"/> 其他 Other</p> <p>◆ <input type="checkbox"/> 視覺障礙 Visual Impairment <input type="checkbox"/> 輕度 Mild <input type="checkbox"/> 中度 Moderate <input type="checkbox"/> 重度 Severe <input type="checkbox"/> 左眼 Left Eye <input type="checkbox"/> 右眼 Right Eye</p> <p>◆ <input type="checkbox"/> 聽覺障礙 Hearing Impairment <input type="checkbox"/> 輕度 Mild <input type="checkbox"/> 中度 Moderate <input type="checkbox"/> 重度 Severe <input type="checkbox"/> 左耳 Left Ear <input type="checkbox"/> 右耳 Right Ear</p> <p>◆ <input type="checkbox"/> 其他 Other:</p>		

● 已報考之測驗資訊 Test Registered For

測驗地點 Test Location		測驗日期 Test Date	年(Y) 月(M) 日(D)
		測驗時間 Test Time	_ : _ ~ _ : _
測驗類別 Test Type	<input type="checkbox"/> 聽讀測驗 Listening & Reading <input type="checkbox"/> 口語測驗 Speaking <input type="checkbox"/> 寫作測驗 Writing	測驗等級 Test Level	<input type="checkbox"/> 入門基礎級 Band A <input type="checkbox"/> 進階高階級 Band B <input type="checkbox"/> 流利精通級 Band C <input type="checkbox"/> 電腦化適性測驗 CAT

● 申請服務項目 Services Requested

申請自備物品 Use of Own Items	<p>◆ 肢體障礙考生 Mobility-impaired Test-takers: <input type="checkbox"/> 柺杖 Crutches <input type="checkbox"/> 輪椅 Wheelchair <input type="checkbox"/> 其他 Other _____</p> <p>◆ 視覺障礙考生 Visually-impaired Test-takers: <input type="checkbox"/> 放大鏡 Magnifying Lens <input type="checkbox"/> 其他 Other _____</p> <p>◆ 聽覺障礙考生 Hearing-impaired Test-takers: <input type="checkbox"/> 助聽器 Hearing Aid <input type="checkbox"/> 電子耳 Cochlear Implant <input type="checkbox"/> 聽障耳機 Headset/Earphones <input type="checkbox"/> 其他 Other _____</p>
申請服務 Services Requested	<p>◆ 肢體障礙考生 Mobility-impaired Test-takers: <input type="checkbox"/> 1. 提前 5 分鐘入場準備 Enter test room five minutes earlier. <input type="checkbox"/> 2. 安排在一樓教室或有電梯抵達的樓層 Take the test on the ground floor or on a floor with access to an elevator. <input type="checkbox"/> 3. 上肢不便考生，「閱讀測驗」可延長 20 分鐘作答時間 Extra 20 minutes for the Reading Test - for test-takers with upper limb impairment.</p> <p>◆ 視覺障礙考生 Visually-impaired Test-takers: <input type="checkbox"/> 1. 電腦 Windows 系統內建放大鏡。 Use the built-in magnifying glass of the Windows Operating System. <input type="checkbox"/> 2. 閱讀測驗可延長 20 分鐘作答時間。 Have an extra 20 minutes for the Reading Test. <input type="checkbox"/> 3. 中度以上程度者，可以申請免試閱讀測驗。 Exemption from the Reading Test — for test-takers with moderate or severe impairment.</p> <p>◆ 聽覺障礙考生 Hearing-impaired Test-takers: <input type="checkbox"/> 1. 使用自備聽力輔具 Use self-prepared hearing aid. <input type="checkbox"/> 2. 中度以上程度者，可以申請免試聽力測驗。 Exemption from the Listening Test — for test-takers with moderate or severe impairment.</p>

● 檢附證明文件 Supporting documents submitted

證明文件種類 Documentary Evidence	<input type="checkbox"/> 身心障礙證明 Physical or Mental Disability Certificate <input type="checkbox"/> 醫院鑑定證明文件（非中英文版，請出具公證書） Hospital Assessment Document (This must be notarized if it is not written in Chinese or English.) <input type="checkbox"/> 其他 Other _____
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-----以下考生免填-----

審查結果

核定結果	<input type="checkbox"/> 通過 <input type="checkbox"/> 不通過 <input type="checkbox"/> 其他 _____			
核定說明				
承辦人	推廣組	研發組	資訊組	主管