

# The Freshmen English Placement of the 2024 Academic Year

## English Placement System-Instructions of Registering for the Test

### Step 1:

After **reading the instructions**, please first click  “I understand all the conditions and will obey the stated regulations,” and then click **Next**.

操作說明 Instructions

1.Instructions:

(1)Students who **do Not have** a CEFR certificate or transcript.→ Click 「Register for Freshmen English Placement Test」 →Confirm→Save (Please click here and refer to the instructions file in the announcement).

(2)Students who **have** a CEFR certificate or transcript.→Click 「Upload a CEFR certificate/transcript」 →Confirm→Save (Please click here and refer to the instructions file in the announcement).

2.User area→click 「Change contact information」 →Revise your personal information(Please make sure that the email address is the one you frequently use.) →Save

3.Log out

\*\*\*Please note the following:

1. Students should choose one of the " Register for Freshmen English Placement Test " or "Upload a CEFR certificate or transcript " to apply. Simultaneous application is NOT permitted.
2. If students choose to register for the test, but have previously uploaded proof of English test scores, the record of the uploaded scores will be cancelled.
3. If students choose to upload proof of English test scores, but have previous records of registration for the test, the registration for the test will be cancelled.

我充分了解並願意配合遵守以上規定 I understand all the conditions and will obey the stated regulations.

下一步 Next 登出 Log out

**Step 2:** Please first click **Register for Freshmen English Placement Test**, and then click **Confirm**.

使用者專區 User area

選擇「報名考試」或上傳「英檢成績證明」  
Choose to register for the test or upload a certificate/transcript

查詢報名資訊/上傳成績審核結果  
Check Test Registration Details/ Results of Review

變更連絡資訊  
Change contact information

登出 Logout

操作說明 Instructions

1.Instructions:

(1)Students who **do Not have** a CEFR certificate or transcript.→ Click 「Register for Freshmen English Placement Test」 →Confirm→Save Please click here and refer to the instructions file in the announcement.

(2)Students who **have** a CEFR certificate or transcript.→Click 「Upload a CEFR certificate/transcript」 →Confirm→Save Please click here and refer to the instructions file in the announcement.

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1. Students should choose one of the " Register for Freshmen English Placement Test " or "Upload a CEFR certificate or transcript " to apply. Simultaneous application is NOT permitted.
2. If students choose to register for the test, but have previously uploaded proof of English test scores, the record of the uploaded scores will be cancelled.
3. If students choose to upload proof of English test scores, but have previous records of registration for the test, the registration for the test will be cancelled.

您目前選擇：「報名考試」 請選擇以下選項：

報名考試 報名新生英語能力分級測驗  
Register for Freshmen English Placement Test

上傳成績證明 上傳具CEFR英檢成績證明  
Upload a CEFR certificate/transcript

選擇確認 Confirm

**Step 3:** After clicking **Confirm**, a pop-up window will appear. Please read the contents of the window and click **確定**.

eagle.english.ncku.edu.tw 顯示

1 你選擇報名考試，若之前有上傳過英檢成績證明，將取消上傳成績的紀錄？

You choose to register for the test. If you have previously uploaded any proof of your English test scores, your record of uploaded certificates or transcripts will be cancelled?

確定

取消

**\*\*\*Please note the following:**

1. Students should choose one of the " Register for Freshmen English Placement Test " or "Upload a CEFR certificate or transcript " to apply. **Simultaneous application is NOT permitted.**
2. If students choose to register for the test, but have previously uploaded proof of English test scores, the record of the uploaded scores will be cancelled.

**Step 4:** After seeing the following screen, please follow the instructions below.

- (1) Please check and revise your email address. Information of successful registration or change of the exam session will be sent to you by e-mail.

報名考試				
您的姓名： Name	[REDACTED]			
您的學號： Student ID	[REDACTED]			
您的科系： Department	[REDACTED]			
聯絡電話： Phone No.	[REDACTED] 請輸入手機號碼 (Enter your mobile phone number) EX:0912345678 同意將聯絡電話做為緊急連絡之用，請確認或修改。 The phone number will be used for emergency contact only. Confirm or revise.			
聯絡 E-mail：	[REDACTED] 請改為常用的email the email address you frequently use			
請選擇【一般考試】考試報名場次 Choose a Test Time		08/29 (四 THU.)	08/30 (五 FRI.)	09/02 (一 MON.)
	09:00	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)
	11:00	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)
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(2) Students can choose **one** of the examination sessions.

(3) After selecting the examination room, please click **Next**.

報名考試

您的姓名： Name	[Redacted]			
您的學號： Student ID	[Redacted]			
您的科系： Department	[Redacted]			
聯絡電話： Phone No.	[Redacted] 請輸入手機號碼 (Enter your mobile phone number) EX:0912345678 同意將聯絡電話做為緊急連絡之用，請確認或修改。 The phone number will be used for emergency contact only. Confirm or revise.			
聯絡 E-mail：	[Redacted] 請改為常用的email the email address you frequently use			
請選擇【一般考試】考試報名場次 Choose a Test Time		08/29 (四 THU.)	08/30 (五 FRI.)	09/02 (一 MON.)
	09:00	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)	<input type="radio"/> 75201 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75209 教室Room (剩餘45名, 45seats left) <input type="radio"/> 75301 教室Room (剩餘35名, 35seats left) <input type="radio"/> 75309 教室Room (剩餘35名, 35seats left)
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	<input type="button" value="下一步 Next"/>			

- (4) The registration success page will appear. (The following screen will appear to indicate successful registration.)

**Please be sure to read the regulations of the test.**

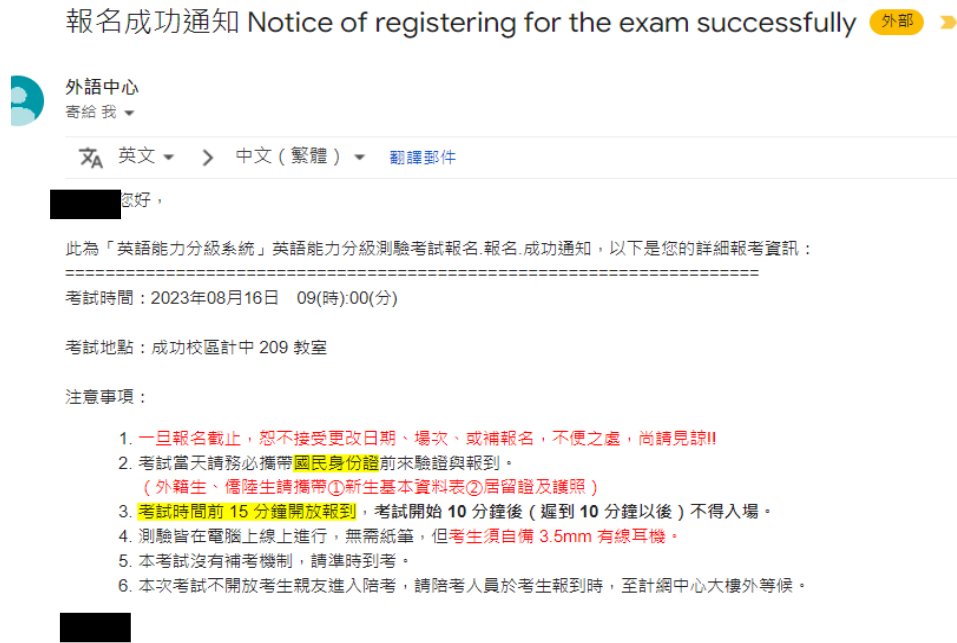
<b>報名成功 Registration success !</b>	
您的姓名 : Name	
您的學號 : Student ID	
您的科系 : Department	
聯絡電話 : Phone No.	
聯絡E-mail :	
您選擇的場次 : Test Time	07月22日(週一) 09:00 計中75201 教室
考生須知:Note	<p>試場規則： 請點擊下方連結，閱讀公告最下方之試場規則。 <a href="https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw">https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw</a></p> <p>Please click the link below to read the rules at the bottom of the page. <a href="https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en">https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en</a></p> <p>請於「報名考試」或「上傳成績證明」中擇一申請，不可兩項同時申請。 Students should choose one of the "Register for Freshmen English Placement Test" or "Upload a CEFR certificate or trascript" to apply. <b>Simultaneous application is NOT permitted</b></p>
<a href="#">登出 Log out</a>   <a href="#">回首頁 Backhome</a>   <a href="#">列印 Print</a>	

- (5) After successfully registering the session, please go to Check Test Registration Details/ Results of Review to confirm the session time ; an email notification will be sent to your mailbox at the same time.

If you are unable to receive the email due to incorrect filling of personal mailbox information, insufficient mailbox capacity, etc., please refer to the session time shown in the Check Test Registration Details/ Results of Review.

<b>使用者專區</b> User area	<b>報名資訊</b>														
選擇「報名考試」或上傳「英檢成績證明」 Choose to register for the test or upload a certificate/transcript	Acheck: 1														
<b>查詢報名資訊/上傳成績審核結果</b> Check Test Registration Details/ Results of Review	<b>[一般]</b>														
變更連絡資訊 Change contact information	<table border="1" style="width: 100%;"> <tr> <td>您的姓名 : Name</td> <td></td> </tr> <tr> <td>您的學號 : Student ID</td> <td></td> </tr> <tr> <td>您的科系 : Department</td> <td></td> </tr> <tr> <td>聯絡電話 : Phone No.</td> <td></td> </tr> <tr> <td>聯絡E-mail :</td> <td></td> </tr> <tr> <td>您選擇的場次 : Test Time</td> <td>07月22日(週一) 09:00 計中75201 教室</td> </tr> <tr> <td>考生須知:Note</td> <td> <p>試場規則： 請點擊下方連結，閱讀公告最下方之試場規則。 <a href="https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw">https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw</a></p> <p>Please click the link below to read the rules at the bottom of the page. <a href="https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en">https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en</a></p> <p>請於「報名考試」或「上傳成績證明」中擇一申請，不可兩項同時申請。 Students should choose one of the "Register for Freshmen English Placement Test" or "Upload a CEFR certificate or trascript" to apply. <b>Simultaneous application is NOT permitted</b></p> </td> </tr> </table>	您的姓名 : Name		您的學號 : Student ID		您的科系 : Department		聯絡電話 : Phone No.		聯絡E-mail :		您選擇的場次 : Test Time	07月22日(週一) 09:00 計中75201 教室	考生須知:Note	<p>試場規則： 請點擊下方連結，閱讀公告最下方之試場規則。 <a href="https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw">https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw</a></p> <p>Please click the link below to read the rules at the bottom of the page. <a href="https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en">https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en</a></p> <p>請於「報名考試」或「上傳成績證明」中擇一申請，不可兩項同時申請。 Students should choose one of the "Register for Freshmen English Placement Test" or "Upload a CEFR certificate or trascript" to apply. <b>Simultaneous application is NOT permitted</b></p>
您的姓名 : Name															
您的學號 : Student ID															
您的科系 : Department															
聯絡電話 : Phone No.															
聯絡E-mail :															
您選擇的場次 : Test Time	07月22日(週一) 09:00 計中75201 教室														
考生須知:Note	<p>試場規則： 請點擊下方連結，閱讀公告最下方之試場規則。 <a href="https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw">https://flc.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw</a></p> <p>Please click the link below to read the rules at the bottom of the page. <a href="https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en">https://flc.ncku.edu.tw/p/412-1144-30682.php?Lang=en</a></p> <p>請於「報名考試」或「上傳成績證明」中擇一申請，不可兩項同時申請。 Students should choose one of the "Register for Freshmen English Placement Test" or "Upload a CEFR certificate or trascript" to apply. <b>Simultaneous application is NOT permitted</b></p>														
登出 Logout	<a href="#">登出 Log out</a>   <a href="#">回首頁 Backhome</a>   <a href="#">列印 Print</a>														

(The email is only a reminder, please refer to point (4) for detailed examination regulations.)



(6) Before the end of the registration period, you can follow the instructions in Step 4 (1) to (3) in the system to change the time of the session.

Once the registration closes, no change of date, venue, or replacement registration will be accepted.

(7) If you change the time of the session, the following screen will pop up. (The following screen will appear when the session is successfully changed.)

<b>更改場次成功 Changing the exam session successfully !</b>	
您的姓名：Name	
您的學號：Student ID	
您的科系：Department	
聯絡電話：Phone No.	
聯絡E-mail：	
您選擇的場次：Test Time	07月23日(週二) 15:30 計中75201 教室
考生須知:Note	試場規則： 請點擊下方連結，閱讀公告最下方之試場規則。 <a href="https://fle.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw">https://fle.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw</a>  Please click the link below to read the rules at the bottom of the page. <a href="https://fle.ncku.edu.tw/p/412-1144-30682.php?Lang=en">https://fle.ncku.edu.tw/p/412-1144-30682.php?Lang=en</a>
請於「報名考試」或「上傳成績證明」中擇一申請，不可兩項同時申請。 Students should choose one of the "Register for Freshmem English Placement Test" or "Upload a CEFR certificate or trascript" to apply. <b>Simultaneous application is NOT permitted</b>	
登出 Log out   回首頁 Backhome   列印 Print	



(8) After successfully changing the session, please go to **Check Test Registration Details/ Results of Review** to confirm the new session time ; an email notification will be sent to your mailbox at the same time.

If you are unable to receive the email due to incorrect filling of personal mailbox information, insufficient mailbox capacity, etc., **please refer to the session time shown in the** **Check Test Registration Details/ Results of Review**.

The screenshot displays the '報名資訊' (Registration Information) page. The left sidebar has a menu with '查詢報名資訊/上傳成績審核結果' (Check Test Registration Details/ Results of Review) highlighted in red. The main content area shows a form with the following fields: '您的姓名: Name', '您的學號: Student ID', '您的科系: Department', '聯絡電話: Phone No.', '聯絡E-mail', and '您選擇的場次: Test Time'. The 'Test Time' field is filled with '07月23日(週二) 15:30 計中75201 教室'. Below the form, there is a '考生須知: Note' section with instructions and links: 'https://flic.ncku.edu.tw/p/412-1144-30630.php?Lang=zh-tw' and 'https://flic.ncku.edu.tw/p/412-1144-30682.php?Lang=en'. At the bottom, there are buttons for '登出 Log out', '回首頁 Backhome', and '列印 Print'.

(The email is only a reminder, **please refer to point (4) for detailed examination regulations.**)

The email notification is from the '外語中心' (Foreign Language Center). The subject is '變更場次成功通知 Notice of changing the exam session successfully!'. The body of the email states: '此為「英語能力分級系統」英語能力分級測驗考試報名場次更改成功通知, 以下是您的詳細報名資訊:'. It provides the exam time as '2023年08月09日 09(時):00(分)' and the exam location as '成功校區計中 201 教室'. There are six '注意事項' (Important Notes) listed: 1. Registration closed, no changes allowed. 2. Bring ID card. 3. Arrive 15 minutes before exam time. 4. Online test, no paper. 5. No make-up exam. 6. No family members allowed.

### Step 5:

Please click **Change contact information** on the left column to confirm/revise your contact information, and then click **Save**.

The screenshot shows a web interface for updating contact information. On the left, a sidebar titled '使用者專區 User area' contains a menu with '變更連絡資訊 Change contact information' highlighted in red and marked with a yellow '1.'. The main content area is titled '變更連絡資訊' and contains a form with the following fields: '您的姓名 : Name', '您的學號 : Student ID', '您的科系 : Department', '聯絡電話 : Phone No.', and '聯絡E-mail :'. The 'Phone No.' field is highlighted in red and marked with a yellow '2.'. Below the phone number field, there is a note: '※請輸入手機號碼 (Enter your mobile phone number) EX:0912345678' and a radio button option: '◎ 同意將聯絡電話作為緊急聯絡之用,請確認或修改。 The phone number will be used for emergency contact only. Confirm or revise.' At the bottom of the form, a '儲存 Save' button is highlighted in red and marked with a yellow '3.'.

### Step 6:

Please click **Logout** on the left column to leave this system.

This screenshot is identical to the one above, but the 'Logout' option in the left sidebar is highlighted in red. The 'Change contact information' option is no longer highlighted.

Once the registration closes, no change of date, venue, or replacement registration will be accepted.