

## JLPT Application & Payment Method for December 2022 JLPT Exam

Date	04/12/2022 (Sunday)	04/12/2022 (Sunday)
Level	N1, N5	N2, N3, N4
Time for Assembling	08.30 AM	01.30 PM

		Start date / day	End date / day
➤	Acceptance of payment of Form Fee and Exam Fee	1st August 2022 (Mon)	27 <sup>th</sup> August 2022 (Thu)
➤	Selling of Forms	1st August 2022 (Mon)	30 <sup>th</sup> August 2022 (Tue)
➤	Acceptance of Forms	1st August 2022 (Mon)	30 <sup>th</sup> August 2022 (Tue)

### 1) Only Online Payment shall be accepted.

If Payment is not reflected in our bank till 24:00 O'clock of 27<sup>th</sup> August 2022 statement for any reason, any objection will not be entertained.

#### Transaction Mode –

A. IMPS – RRN No./UPI Transaction ID/UTR (Payment Screen shot & Bank statement screen shot compulsory)

B. NEFT – Name of person who made the NEFT & UTR No. (Payment Screen shot & Bank statement screen shot compulsory)

C. RTGS – Name & Ref. No. (Payment Screen shot & Bank statement screen shot compulsory)

### 2) Procedure for Applying JLPT December 2022 JLPT

A. Collect Application Form (Hard Copy) from JALTAP office.

Or

B. Request JALTAP for sending the Application Form (Hard Copy) by courier.

C. **Courier charges as follows: - (Only Courier Charges, does not include application form fee)**

	<u>For 1 or 2 Application forms</u>	<u>For 3 to 5 Application forms</u>	<u>For 6 to 10 Application forms</u>	<u>For 11 to 20 Application forms</u>	<u>For 21 to 30 Application forms</u>	<u>For 31 to 40 Application forms</u>
<u>Within Pune city</u>	<u>70/-</u>	<u>105/-</u>	<u>180/-</u>	<u>100/-</u>	<u>200/-</u>	<u>300/-</u>
<u>Within Maharashtra</u>	<u>125/-</u>	<u>200/-</u>	<u>355/-</u>	<u>230/-</u>	<u>340/-</u>	<u>445/-</u>
<u>For Out of Maharashtra</u>	<u>170/-</u>	<u>280/-</u>	<u>490/-</u>	<u>360/-</u>	<u>525/-</u>	<u>690/-</u>

**After confirmation of payment, JALTAP will send Application form/s by courier and it may take up to 5 to 6 days to reach at your respective place.**

D. Soft copy of duly filled in form shall not be accepted. You have to submit only Hard Copy (copy of Application form which is given by JALTAP) through **courier (Indian Post or any courier Services) or physically to JALTAP office so** as to reach JALTAP Office on or before 30<sup>th</sup> August 2022 (Tue).

i. Only properly filled & Clear hard copy of Application Form will be accepted.  
ii. Please note that following info is reflected on JLPT Certificate issued after result of exam:

- a. Name as written in the application form
- b. Date of birth as written in the application form
- c. JLPT Level as written in the application form

iii. Incomplete forms shall NOT be accepted.

Mistakes observed are as follows:

- a. Name, Middle name, Surname NOT in capital letters
- b. No space between Name and Middle Name
- c. No space between Middle Name and surname
- d. JLPT level not filled in 1 or 2 or 3 or 4 or 5
- e. Test Centre not mentioned as "Pune"
- f. Mobile No NOT mentioned
- g. Incorrect Date of birth (month in place of date, date in place of month, Current year in place of year etc.)
- h. No Signature

iv. Form fees and exam fees of rejected forms shall not be refunded.

## E. Mandatory Documents

**No Form will be accepted without following documents. JALTAP has all rights of acceptance/ rejection of Application Form.**

- a. Hard Copy of Application form which is given by JALTAP
- b. Payment Screenshot
- c. Self-attested ID proof copy (Valid Aadhar card or Valid Passport or Valid Driving license or valid Pan card or valid Voter ID)

## 2) Refund Policy:

Fees once received shall not be refunded.

Only in case JLPT Exam gets cancelled because of natural disaster or pandemic situation, exam fee will be refunded.

And following shall not be refunded

- a. form fee
- b. GST on form fee
- c. GST on exam fees

Please send your correct account details for refund (if the exam is cancelled)

BENEFICIARY ACCOUNT NUMBER –

BENEFICIARY ACCOUNT NAME –

BENEFICIARY BRANCH ADDRESS –

BENEFICIARY BANK IFSC –

(IFSC should be 11 digit/character code, 5<sup>th</sup> character should be ZERO only)

### 3) **Office address: (Please note the change in office address)**

Japanese Language Teachers Association of Pune (JALTAP)  
Flat No 2B, 1st Floor, Ghagre Residency, Survey No.105/30,  
2 lane, Bharati Niwas Lane, Karve Road, Pune 411004.  
**Mobile No.:** +91 7507250660, 020-25445678  
Email: [jaltap0660@gmail.com](mailto:jaltap0660@gmail.com), Website: [www.jaltap.org.in](http://www.jaltap.org.in)

### 4) **Fee Structure**

JLPT 2022 (December) Fees (per Applicant) including GST (18%)			
Level	Form Fee	Exam Fee	Total fee
N1	118	1652	1770
N2	118	1652	1770
N3	118	1298	1416
N4	118	1180	1298
N5	118	1062	1180

### 5) **Details for NEFT / IMPS / Bank Deposit of**

- Name of Bank: Bank of India
- Name of Account: JALTAP (Japanese Language Teachers Association of Pune)
- Branch: Swargate, Pune.
- IFSC Code: BKID0000508
- Account No.: 050820110000760
- Account Type: Current

### 6) **Office Timings**

Monday to Saturday – 10:00 AM ~01:30 PM to 02:00 PM ~06.00 PM

(Lunch Timing 01.30 PM to 02.00 PM)

Office will remain closed on

- All Sundays
- 15<sup>th</sup> August 2022

### 7) **For Special Examinees**

Please inform us about Special examinee (Hearing problem, physically handicapped or any other disability) while filling form.

### 8) **Level upgrade option ( down grade option NOT available )**

Because of timing of declaration of JLPT results,

those students (examinee) who are unable to decide their JLPT level

- can pay the exam fees for a particular JLPT Level (for example for N4, you can pay Rs 1298 within due date) and get form
- and later after the result, if they want to go for higher level (for example N3), they can pay difference (for example) Rs. 118 before the due date of payment that is before 27<sup>th</sup> August 2022.
- and send duly filled in Form so as to reach JALTAP on or before 30<sup>th</sup> august 2022

## **9 ) Important Notes: -**

- 1) If required due to pandemic, JALTAP shall apply to concerned government authorities to get permission to conduct exam.
- 2) If government authority denies permission, the exam will get cancelled.
- 3) If any applicant cannot fulfill criteria / compliance as per Government rules prescribed from time to time, he or she will not be allowed to appear for JLPT, even if he/she has made the payment for exam.
- 4) If pandemic rules enforce, there may be total or partial cancellation of exam or curtailment of level vide examinee number (e.g. only 200 for N3, only 500 for N4, only 800 for N5) of JLPT.
- 5) Quarantine rules, prevailing at that time, shall be applicable.
- 6) If the applicant has neither taken first nor second dose of vaccination, his/her RTPCR (72 hours prior to exam start time) report should be negative for entering exam hall.
- 7) Even if the applicant has taken first dose of vaccination, his/her RTPCR (72 hours prior to exam start time) report should be negative for entering exam hall.
- 8) Any violation (by applicants/examinees/friends & their relatives) of rules for handling Covid-19 situation will be treated as violation of exam rules & such applicants/ examinees shall be disqualified.
- 9) Japan Foundation or/and JALTAP may cancel exam at the last moment if Covid-19 situation forces to do so.
- 10) If government authority gives permission to conduct exam, applicants/examinees/friends & their relatives are bound to follow all rules, social distancing, mask & primary health checkup etc. at Test site.
- 11) In case JLPT Exam gets cancelled because of natural disaster or pandemic situation, only exam fee will be refunded. JALTAP shall not refund form fee, its GST and GST on exam fees.
- 12) **No refund policy for double payment, extra payment and excess amount. Please confirm the amount before doing payment.**