

GUIDELINES ON ONLINE TOEIC CERTIFICATION EXAMINATION

FOR DECEMBER 2020 BATCH GRADUATES

1. The following students are allowed to take the TOEIC Exam:
 - a. MCL College Graduates last the Fourth Term A.Y. 2019 - 2020 and First Term of A.Y. 2020-2021.
The graduates are enrolled in the TOEIC for December 2020 Graduates course in Blackboard Learn (BBL).
Access the course here: bit.ly/BBL-TOEICExam
2. The test takers are expected to use either a Windows 10 or Mac OS 10 computer. Mobile phones are restricted.
3. TOEIC Exam will be a 1-day schedule.
4. Test takers should click the link in the PRE-REGISTRATION below and REGISTER before 12:00 MN of July 25, 2021 (Sunday). AUTHORIZATION CODE will be given by the proctors in the ZOOM Breakout Rooms.

PRE-REGISTRATION LINK: bit.ly/TOEICPreReg-Dec2020

DATE	PROGRAM	SKILL TIME	ZOOM LINK BREAKOUT ROOMS
July 31, 2021 (Saturday)	ACT	TOEIC Listening and Reading (LR)	LR Zoom Details: 954 7772 2906 Passcode: 846576
	ACTEC	8:30 AM	
	AR	TOEIC Speaking and Writing (SW)	SW Zoom Details: 991 4277 2808 Passcode: 595604
	CA	12:00 NN	
	CE		
	CHE	TOEIC Listening and Reading (LR)	LR Zoom Details: 993 4462 2774 Passcode: 972334
	COE	12:00 NN	
	CS	TOEIC Speaking and Writing (SW)	SW Zoom Details: 955 5139 9751 Passcode: 572233
	ECE	3:30 PM	
	EE		
	ENT		
	HRM	TOEIC Listening and Reading (LR)	LR Zoom Details: 928 1357 8386 Passcode: 847265
	IE	3:30 PM	
	IT	TOEIC Speaking and Writing (SW)	SW Zoom Details: 939 6121 9936 Passcode: 625524
	MARE	8:30 AM	
	ME		
	MMA		
	MT		

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5. A link for the setup and Installation of the Software can be accessed by the test takers:
bit.ly/MCL-TOEICReminders
Or watch this YOUTUBE Video: youtu.be/rvz7acR5RNc
6. Pre-recorded TOEIC orientation will be accessed as soon as the test takers are connected with this link: bit.ly/TOEICorientation
7. If technical problems were encountered while downloading the SECURE BROWSER or DURING THE TEST, you may click the link below to request real time assistance from Hopkins International Partners Inc.: bit.ly/TOEICOnlineTechReport

These links will be available in the BBL account of the graduates under TOEIC for December 2020 Graduates.

8. HARD COPY TOEIC CERTIFICATES will be couriered to MCL Office of Quality Management.
9. Any concern or question on TOEIC matters may be directed to the following contact details:
aqladines@mcl.edu.ph jerome.subia@hopkins.ph