



## Information for Candidates

We have taken the best precautions to ensure your safety in view of the prevailing COVID19 Pandemic. **It is your responsibility to help us ensure these.**

### Before arrival

The Goethe-Institut/Max Mueller Bhavan is still **closed for general public.**

Only exam candidates with a scheduled exam are allowed into the premises.

Please only take your exam if you are **not feeling sick** and have not been showing any symptoms of an infection in the days before the exam. In case you have been in contact with an ill person, please postpone your exam.

In case you fall sick just before the exam, please inform us through email, in order for us to provide you an alternate date, subject to availability and conditions

You are expected to report to the exam center wearing a mask, face shield and carrying your own water bottle.

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### Arrival at the MMB/Goethe-Institut Chennai

- Please arrive at least **30 minutes** before the exam starts. Our staff will record your temperature before you enter the premises and multiple times while you are inside, if required.
- A **self-declaration document** declaring your current health status with respect to COVID-19 has been emailed to you. Please handover the same duly signed at the entrance. Admission may be denied if any of the prerequisites or not met.
- **Bags and other luggage will not be allowed** into the premises.
- Please enter the building **only by the marked path** and follow the instructions.

### Inside the building:

- Upon arrival at the institute, please **wash your hands.**
- You are expected to **maintain a distance of two meters** from other exam candidates and staff.
- You are expected **to wear a mask and face protection shield that covers your mouth and nose adequately** during the entire time. You may be requested to remove this for a short while only for confirming identity. Avoid frequent touching of mask and you are requested to sanitize your hands after handling a mask which is in use.



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- You are also requested to wear **the mask and face shield** while entering the hall and have them on until you leave the hall.
- There is a **designated bin for disposing masks** and tissue towels and you are requested not to throw such materials elsewhere.
- You are expected to use the **hand sanitizer frequently**, before and after the exam and are requested to refrain from touching other surfaces unnecessarily.
- Candidates are requested to **move around only in the allowed spaces** in the building by maintaining all the above mentioned precautions as indicated by exam authorities.

Measures taken by us to ensure your safety:

- We are thoroughly sanitizing all venues and equipment before the start of every exam. Staff, invigilators and examiners will be wearing a facemask on exam day.
- Examiners will not insist you to remove the facemask during the speaking test while you may do it for short while (only if required). Remove mask in such situation only if you are wearing the face shield as advised and safe distance is maintained.
- We will be providing a pen and you are requested to keep all used stationery along with you throughout the stay at the exam center and take everything with you at the end of the exam.
- Exam candidates will be allotted specific place while waiting for their turn for the speaking test. Candidates are requested not to change their allotted waiting space and chairs.
- In case of any sickness, during the examination you will be isolated to a room and further action will be taken on the advice of health authorities. You are therefore required to mention an alternate phone number of a family member in the self-declaration form that may be used for informing in this case.

After the exam:

- In an unfortunate event that you are diagnosed with COVID19 within three weeks after you have taken your exam, you are requested to inform us by phone or by email. With this information, we will be able to communicate with other candidates, staff and invigilators to take measures as per Government guidelines.



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- In view of prevailing situations, there **could be delay in processing your exam results** too and you will be kept informed through emails.