

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 THE EXAMINATION:

- Goethe-Institut/Max Mueller Bhavan is still closed for general public.
- Only exam candidates with a confirmation for a scheduled examination are allowed into the premises.
- Please take your exam, only 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 inform us immediately by email at exams-german@goethe.de.
- In case you fall sick just before the exam, please inform us through email at exams-mumbai@goethe.de, 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 face mask, (if need be, a face shield) and carrying your own water bottle.

ON THE DAY OF THE EXAMINATION:

- Please arrive at the reporting time communicated to you by the Examination Team. Our staff will record your temperature before you enter the premises and multiple times while you are inside, if required.
- A self-declaration document regarding your current health status with respect to COVID-19 has been sent to you by email. Please hand over the same, duly signed at the entrance. Admission may be denied, if any of the prerequisites are not met.
- Bags and other luggage will not be permitted into the premises.
- Our staff will give you instructions about entering the building and examination venue. Please follow these instructions carefully.

AT THE EXAMINATION CENTRE:

- Upon arrival at the institute, please sanitize your hands.
- You are expected to maintain a distance of two metres from other exam candidates and staff.
- You are expected to wear a face 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.
- You are also requested to wear the mask and face shield while entering the examination room and have them on until you leave the room.
- There is a designated bin for disposing masks and tissue towels and you are requested not to throw these 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:

- We are thoroughly sanitizing the venue and equipment before the start of every exam. Staff, invigilators and examiners will be wearing a face mask on exam day.
- We will be providing a pen, and you are requested to keep all used stationery along with you throughout the day at the exam centre 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 EXAMINATION:

- In an unfortunate event, that you are diagnosed with COVID-19 within three weeks after you have taken your exam, you are requested to inform us by email at exams-german@goethe.de. With this information, we will be able to communicate with other candidates, staff and invigilators to take measures as per Government guidelines.
- In view of the prevailing situation, there could be a delay in processing your exam results.