



Goethe-Institut Cyprus: General Terms and Conditions-Exams

1. The Examination Guidelines and implementation rules of the Goethe-Institut apply (www.goethe.de/pruefungen)

1.1. All exams must be taken as a whole (Exception: Goethe-Certificates B1, B2 and C2: GDS) unless it is a partial revision (A2 or C1). All candidates take the written and oral exam on the same day. The candidates are obligated to provide proof of identity before the written and oral exam. They should also be able to produce the printed invitation letter.

1.2. The candidate retains the right to withdraw from the exam. In such cases as well as in the event of the exclusion of a candidate from the exam (cf. Exam Guidelines Art. 12), the examination fees are nonrefundable.

1.3. If the exam candidate does not participate in the written or oral exam or arrives at the examination room late, he or she may no longer participate in the exam. The examination fees are nonrefundable. No result is published.

1.4. If an exam candidate does not start the exam or is interrupted due to ill health, the Examination Centre must be notified within two working days and a medical certificate must be produced. The examination fees are transferred to the next examination date or the following one respectively, subject to an administration fee of 20%.

1.5. For exam participants with specific needs, it is possible to take the exam under certain conditions, upon request. Please contact the Examination Centre for more information before registering for an exam.

1.6. The examination center can issue a replacement certificate if a certificate has been lost or a copy is needed. There is a charge for issuing the replacement certificate. The overall results are archived for 10 years. After these 10 years, it is no longer possible to issue a replacement certificate. The TestDaF Institute is responsible for TestDaF certificates.

1.7. The personal data of exam participants is not passed on to third parties.

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2. Registration

2.1 Registration can take place on the website, e-mail, fax or in person at the Language Course Office. The registration forms must be completed in capital letters using the Roman alphabet. The Goethe-Institut Cyprus assumes no responsibility for registration forms that are not correctly completed. Note: bookings via the Internet are only finalized when payment has been made.

2.2 If there are places available for the examination, registrations can be made after the deadline.

2.3 Individual dates for examinations can be arranged at any time with the examination center.

2.4 Only those candidates who have registered before the deadline in the prescribed manner and have paid the examination fees are allowed to participate in the examinations

2.5 The examination fees must be received by the examination centre by the day of the examination. Payment may be made via Internet at registration or by bank transfer or at the examination centre with credit card or cash.

3. Examination procedure

3.1 The candidates may not leave the examination room even if they have finished the examination before the exam is over.

3.2 The use of mobile telephones is prohibited for the entire duration of the exam, including the exam breaks. Mobile telephones must be switched off before the examination begins and remain in a locked side room or a designated area in the hall.

3.3 The candidates will be informed of the exact times of the written and oral parts of the examination by e-mail one week before the examination.

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4. Results and certificates

4.1 By specifying their exam participation number and date of birth, participants can view their results online at the latest 3 weeks after the examination.

4.2 Receipt of certificates: All Goethe-Institut course participants and candidates from Nicosia can collect their certificates from the Language Course Office during opening hours. Candidates who do not live in Nicosia will receive their certificates by courier service at the pick-up station of the respective city they have indicated as their place of residence with us.

Goethe-Institut Cyprus **Examination Centre**

+357 22674608

<https://www.goethe.de/cyprus/exams>

The Goethe-Institut Cyprus reserves the right to make changes.

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