

Information for Examination Candidates:

Before arrival

- Please check our website / your E-Mail for any updates before leaving from home for the examination.
- **Only exam candidates** with a hall ticket for the scheduled exam are allowed into the premises will be allowed on exam day.
- Please appear for 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, and if you have not been in contact with an ill person.
- In any of the above cases, please inform us **before the exam** through email pruefungen-chennai@goethe.de
- You are expected to report to the exam center wearing a **mask**, and carrying your own **water bottle(non-plastic) and food**.

Arrival at the Institute

- Please arrive **45 minutes** before the exam starts.
- Only the candidates with hall tickets will be allowed to enter the institute's premises 45 minutes before the exam starts.
- **No entry and waiting area will be provided to accompanying persons.**
- Upon arrival at the institute, please disinfect your hands.
- Please also carry along **the examination receipt with photo affixed and your photo identity-proof**. (original Aadhar Card/Passport/Pan Card/Driving License/Voter's ID). No photocopies will be accepted). Admission may be denied if any of the prerequisites are not met.

These guidelines will be updated based on government rules regarding health and safety

- Bring only a small bag along to carry your documents and other belongings.
- You will be asked to place the bag in an allocated space inside the premises. Do not carry any stationery and valuables. You will be provided with pens in the examination hall.
- **Wrist-watches and smart phones** will not be allowed in the examination hall and will be collected at before entry into the hall.
- Please enter the building only by the marked path and follow the instructions.

Inside the Institute

- You are expected to **maintain social distancing** from other exam candidates and staff.
- Hand-Sanitizers are placed at various locations inside the premises. Please disinfect your hands frequently, before and after the exam and please refrain from touching other surfaces unnecessarily.
- **You are expected to wear a mask during the entire time.** You may be requested to remove this for a short while only for confirming your identity. Avoid frequently touching the mask and your face.
- In case you feel uneasy, please inform the exam supervisor immediately.
- There is a designated bin for disposing masks and tissue towels and you are requested not to throw such materials elsewhere.
- Candidates are requested to move around only in the allowed spaces in the premises.

Measures taken by us to ensure your safety:

- Due to the pandemic, we are taking an extremely limited number of examinees on one day.
- The exams in this situation are being organised with utmost care and precaution, ensuring minimum movement and interaction amongst candidates and colleagues.
- We are thoroughly sanitizing all venues and equipment before the start of every exam. Staff, invigilators and examiners will be wearing a facemask on the exam day.
- The seating arrangement in the examination halls as well as in the waiting area is according to social distancing standards.

After the exam:

- In an unfortunate event that a candidate is **diagnosed with COVID19** within three weeks after they have taken the exam, you are requested to inform us by email pruefungen-chennai@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 prevailing situations, there could be a **delay** in processing your exam results too and you will be kept informed through emails. We request your cooperation in the same.
- The candidates will receive the certificate to the address mentioned by them in the courier cover on the examination day.

We look forward to your participation and cooperation!