



### REGISTRATION

- At the time of registration, it is mandatory for candidate(s) to bring his/her original valid passport. In the case of minors with a limited legal capacity, the consent of the parent or guardian is required.



### EXAM DAY RULES

- On the exam day, the candidate must bring his/her original valid passport along with original confirmation of exam registration (digital or printed). Candidates who don't possess these documents will not be allowed to enter the examination center/ hall.
- Participants must come on time that is communicated previously by the GoetheInstitut Riyadh. Participants who come late to the exam will not be allowed to enter the examination hall.
- Dictionaries, mobile phones, or any other communication equipment are strictly prohibited in the exam center/hall.



### CANCELLATION / POSTPONEMENT OF THE EXAM

- The fees are based on the regulations that are currently in effect. Only those who have paid their examination fee in full upon registering may take the exam.
- Once the candidate registers for the exam, there is no option of cancellation and examination fees are non-refundable.
- The candidate has the right to postpone the exam as per his/her desire, however, this option can be availed only once. In this case, the candidate must pay a fee of 15% of the total examination fee, and the exam must be scheduled on the next available date.
- The postponement may only be requested in the language course office or by email and paid before the exam up to the registration deadline date. If the postponement request or payment is made after this date, no rebooking is possible, and the fees are non-refundable.
- If an exam is not taken for reasons of death case in close family, a postponement for the next/following scheduled exam date can be availed free of charge if a death certificate has been provided prior to the commencement of the examination.
- If a participant is excluded from the exam for fraud, the exam fee will not be refunded.
- If a participant comes late to the exam, the exam fee will not be refunded.



### APPEALS AND REVIEWING THE ANSWER PAPERS

- Complaints regarding the procedure of the exam can be submitted immediately after the exam. Such complaints will be forwarded to the person responsible at the GoetheInstitut Riyadh through the registration office.
- Appeals regarding the exam results can be made within two weeks from the result announcement date and must be sent by e-mail to the following address: [info-riad@goethe.de](mailto:info-riad@goethe.de).
- The exam official reserves the right to reject appeals that fail to give a reason or provide insufficient reasons. Merely pointing out that a certain number of points has not been achieved does not constitute a sufficient reason.
- Appeals filed by relatives or friends of the candidate won't be considered.
- Reviewing the answer papers is only allowed on the date scheduled by the GoetheInstitute. The candidate has right to review only his/hers answer sheet, not the exam question papers. The candidate must be present, and the answer paper cannot be reviewed by relatives or friends. An application by minors with limited legal capacity requires the consent of their parent or guardian. In this case, the participant must be accompanied by their parent or guardian when inspecting their exam.



### CERTIFICATE

- If you have successfully passed an exam, your digital certificate will be available for you within two weeks from the date of the exam to download on [www.meingoethe.de](http://www.meingoethe.de)
- The name on the certificate must be written in Latin letters and be identical to the spelling in the candidate's passport. After the certificate has been issued, in case of any mistake from the candidate's side that may require modification in data, a fee of 50 SAR must be paid, and the correction shall be completed within 5 working days.



### INTERNAL PRICE

- The reduced internal price applies if the candidate has already participated in the past six months in a full German language course (online or face-to-face) in the Goethe-Institute Riyadh of the same level as the exam level he/she wishes to register for. The six months refer to the period between when the language course ended and the date of the German language exam.



### EXCLUSION FROM THE EXAM

- Participant who
  - 1) cheats with regard to the exam, carries or uses unauthorized aids or grants them to others or otherwise disturbs the proper conduct of the exam,
  - 2) engages in or attempts to engage in deception about his/her identity in connection with the exam,
  - 3) gives, promises or grants illegal payments or offers other illegal advantages in exchange for passing the examination to a person directly or indirectly involved in the exam shall be excluded from the exam.
- The Goethe-Institut reserves the right to take further legal action in addition to the exclusion from the exam.
- Participant who has forwarded exam contents to third parties, has forged GoetheInstitut certificates or manipulated screenshots of the notification of the exam result on Mein Goethe.de shall be banned from sitting any Goethe-Institut exams for a period of one (1) year from the date on which the Goethe-Institut became aware of the forgery. This ban of one (1) year shall apply worldwide to participation in exams both at Goethe-Instituts and at the Goethe-Institut's exam partners.
- In the event of a repeated exclusion from the exam based on above mentioned reasons, the person concerned shall be banned from taking exams at any GoetheInstitut exam center for a period of five (5) years from the date of the repeated exclusion from the exam.



### PRIVACY PROTECTION

- The participant agrees that the Goethe-Institut will save and edit his/her personal information in an electronic database for the purpose of enrolment/payment, and he/she acknowledges that the database can be accessed by all Goethe-Instituts worldwide to the extent required by the operations of the Goethe-Institut. The participant furthermore agrees to receive information.



**By registering for the exam, you agree to the Terms & Conditions for exams at the Goethe-Institut Saudi Arabia**