



DELF Policies

1. The test fees are non-refundable and cannot be transferred to a future examination session.
2. It is the candidate's responsibility to check that their names and details are correct on the confirmation of enrollment, as they appear on their passport. The same details will appear on the attestation.
3. The schedule of examination dates and times may not be altered. Please note that candidates are NOT allowed to choose/change the time slot for the written/oral exam. The allocated time slot(s) for the written/oral examination have to be scrupulously respected under ALL circumstances. Candidates will NOT be allowed to appear for the examination at any slot apart from their allocated time. Failure to do so – including arriving late for the written/oral exam – will result in the candidate being declared *non-admissible* and their examination fees will NOT be refunded/transferred under ANY circumstances.
4. Candidates should arrive at the time indicated on the notification of examination timetable ("*La convocation aux examens*"), which they will be receiving by email, and wait at the reception area until the coordinator takes them to the examination class. Late arrivals cannot be accommodated.
5. Candidates will be required to bring official proof of identity on their examination day and the "convocation". Only passports, national ID cards, and photo driving licenses will be accepted. Failure to produce one of the above-mentioned cards will deny candidates access to the examination room.
6. Results are due four to six weeks after the examination day. Candidates will be informed by email. No scores will be given by phone to candidates. Hard copy of DELF/DALF certificate is issued by France Education International. Time to receive the certificate may vary. An "Attestation de réussite" will be submitted on request.
7. Test dates may be subject to alterations or cancellations in cases of force majeure.

Additional DELF DALF Policies during COVID-19

8. The Alliance Française MIAMI METRO applies the latest guidelines issued by the state of Florida. Please check the [Florida State Coronavirus Response \(COVID-19\) website](#) for additional information. All candidates must agree and respect the additional DELF Policies during COVID-19; the Alliance Française Miami Metro reserves the right to refuse any candidate who does not comply with these rules and regulations.
9. In an effort to limit the spread of the virus, residents of the states of Florida are given priority to DELF enrollments (candidates are asked for a proof of residence). The



Alliance Française Miami Metro reserves the right to cancel registrations of candidates residing in other states. Candidates from other states are requested to present one of the following: a COVID-19 negative result 72 hours before the test.

10. All DELF/DALF sessions (compréhension orale et écrite) will be organized on site, respecting CDC's guidelines (social distancing, wearing of masks at ALL time, limited amount of candidates per session).

11.

- a. Pre-screening questionnaire: The day before the test, candidates are required to answer by email to a pre-screening questionnaire, in which they are asked to confirm that no one in their household or their social circle had in the previous 14 days: a confirmed case of COVID-19, close contact with anyone with a suspected or confirmed case of COVID-19, been tested or advised to be tested due to a known/suspected exposure of COVID-19, been advised or directed to quarantine or self-isolate due to COVID-19, travelled out of the state of Florida, or had COVID-19 symptoms, including fever, cough, sore throat, difficulty breathing, loss of taste or smell, headache, fatigue, muscle aches, nausea or vomiting, diarrhea, congestion or runny nose.
- b. Health check: The day of the test, a health check will be conducted before entering the building, including temperature check.

12. Candidates are required to wear a mask covering their mouth and nose during the whole time. The candidates are required to reduce their personal belongings to the minimum. No food is allowed in the testing center rooms.

13. Cancellations:

- The DELF / DALF registration fees are neither refundable nor transferable.

I have read and agree with the terms and conditions of registration.

I have read and agree with the additional COVID-19 policies mentioned in the terms and conditions of registration.

Print name

Date