

## DELFDALF PROCEDURES FOR NON-RESIDENT APPLICANTS IN LAOS

A candidate is not allowed to register several times at the same time for an examination of the same level (different declinations or not). The candidate must wait for the results of the first registration before considering retaking the same exam: "The candidate has the right to sit an exam as many times as he wishes until obtains the diploma, provided that he has obtained the results before registering again. » (<https://www.ciep.fr/delf-dalf/droits-devoirs-candidats>)

The DELF-DALF is an exam that evaluates individual performance that cannot be reduced to the memorization of response patterns; therefore, a text memorized and identified in several copies at the time of correction will be considered as plagiarism and will justify referral to the Disciplinary Commission of France Education International.

### Registration

To register, you must :

- ❖ Deposit the registration form at the reception desk of the IFL together with the payment in cash in LAK

OR

- ❖ Send the registration form by email and agree to pay the LAK exam fees the day before the exam.

You will receive the payment receipt after receipt of your payment.

### Convocation

The invitation to the examination will be sent to you by e-mail a few days before the scheduled date of the examination.

### Passing the tests

I pledge to:

- ❖ Arrive 10 minutes before the time of my invitation to the test.
- ❖ Present an identity card or student card at the beginning of each event.
- ❖ Respect the examination instructions: any fraud will be sanctioned.

## Communication of results

- ❖ 15 days after the examination, the results will be published on <http://www.if-laos.org/certification-delf/>
- ❖ 3 weeks after the exam, you can pick up your certificate of success at the reception desk or send an e-mail to [accueil@if-laos.org](mailto:accueil@if-laos.org) to receive the scanned certificate
- ❖ Approximately 3 months after the exam, a message on the Facebook page of the IFL will invite you to pick up the diploma at the IFL reception on presentation of an identity card or student card.

Done at ....., the ...../.... / 20.....

Signature