

# Rules and Regulations outlined by the Embassy of France in India for DELFDALF Examinations

## Foreword

The DELF and DALF are national examinations.

A national uniform rate is applied to all the examination centers across the country.

The examinations calendar specifying all the exam sessions for the year is scheduled at the beginning of the year. This calendar is published on the French Institute's website.

All examination centers are approved by the Embassy of France in India.

## 1 – SCOPE OF APPLICATION

The general conditions of this document apply to all candidates appearing for the DELF (*Diplôme d'Études en Langue française*), DELF Junior (*DELFD version junior*), DELF Prim (*DELFD for primary school students*) and DALF (*Diplôme Approfondi de Langue Française*) examinations, hereinafter referred to as DELFD/DALFD, at any of the examination centers officially approved by the Embassy of France in India.

## 2 – VALIDITY OF DELFD / DALFD DIPLOMAS

The DELFD / DALFD diplomas are given the same recognition as all official diplomas/degrees issued by the *French Ministry of National Education* and have lifelong validity.

## 3 – ELIGIBILITY FOR APPEARING FOR DELFD / DALFD EXAMINATIONS

3.1. Any person wishing to enhance their French language skills may appear for DELFD/DALFD exams without any prerequisites.

3.2. Appearing for DELFD Junior is restricted to candidates aged between 11 to 17 years old as on the day of the examination or in classes 6 to 12.

3.3 Appearing for DELFD Prim is strictly restricted to primary school students aged between 7 to 11 years old or in classes 3 to 5.

3.4 Appearing for DELFD Tout public is strictly restricted to candidates aged 17 years old and above.

3.5. The DELFD/DALFD are independent diplomas: it is not necessary to be the holder of the previous level diploma in order to appear for a higher level examination (eg: a candidate does not need to have DELFD A1 to appear for the DELFD A2)

3.6. A candidate may appear for several examinations during the same session, but may not appear for two versions of the same level (e.g. a candidate can apply for DELFD A1 and DELFD A2 at the same time but NOT for DELFD TP A2 and DELFD Junior A2 at the same time).

3.7. A candidate may appear for the same examination as many times he/she wishes.

## **4 – PROCEDURE FOR APPEARING FOR DELF/DALF EXAMINATION**

4.1 The candidate must register at the examination center on the designated registration dates.

4.2. If any candidate had registered for DELF/DALF during a previous session, they must indicate the candidate code that had been allotted to them, regardless of the examination center.

4.3. The registration fee for each diploma is fixed by the *French Institute in India* for all the examination centers in India for one calendar year. For information on the fees, please contact the examination center of your choice.

## **5 – CANCELLATION / REIMBURSEMENT**

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

## **6 – PROOF OF IDENTITY OF THE CANDIDATES**

The candidate must produce a photo identity card (Passport / Aadhar Card / Voter ID / Driving Licence) at the beginning of each oral and written examination. The examination center reserves the right to verify the identity of the candidate at any time during the different examination stages. Candidates will not be allowed into the examination hall without an appropriate photo identity card

The examination timings are mentioned on the convocation letter provided to the candidate by the examination center. Any candidate arriving late on the date of the DELF/DALF examinations shall be declared non-admissible and shall be refused entry to the examination halls. The candidates are required to be present outside the examination hall exactly 15 min before the start of the examination. The candidates will not be allowed to appear in the examination if they reach the examination center after the start of the examination.

Registration fees shall neither be refunded nor transferred.

## **7 – DISTURBANCE**

For the duration of the examination, there must be no communication among candidates or between a student and an outsider by any means, such as through phones. This rule applies to candidates in the examination hall and those on supervised breaks for visits to the washroom.

## **8 – BARRED ITEMS**

The French Ministry of National Education has barred various items during DELF/DALF examinations. These include but are not limited to electronic items such as phone, smartphone, Bluetooth, microphone, headphone, microphone.

## **9 – USE OF UNFAIR MEANS**

Using unfair means during examinations constitutes an offence under the French Law of December 23, 1901 on the prevention of the use of unfair means in public examinations and competitions. Any candidate caught in the act of using unfair means or attempting to use unfair means, shall be barred from appearing for DELF/DALF examinations for 5 years.

## **10 – DECLARATION OF RESULTS**

Once available, the results will be declared by each of the examination centers. Detailed results will NOT be conveyed by telephone. The grades obtained by candidates in DELF/DALF examinations are confidential and CANNOT be made public by the examination center or conveyed to a third party.

## **11 – REVIEW OF RESULTS OBTAINED**

As DELF/DALF are official French diplomas, the general rules and regulations of French examinations are applicable to them. Thus, the jury of examiners of the examination center are sovereign (Conseil d'État – SEBAN – 29.07.83) and no review is allowed against decisions taken in application of this regulation.

## **12 – COLLECTION OF DELF / DALF CERTIFICATES**

12.1. DELF/DALF certificates may be collected at the examination center once they are available. Requests for sending the attestation of success in examinations, DELF/DALF certificates or their copies by post or e-mail will NOT be entertained.

12.2. If a candidate is unable to collect his/her DELF/DALF certificate in person, they may designate a person to do so through an authorisation letter which MUST include ALL of the following details:

- The Full Name and the Signature of the Candidate who appeared for the DELF or DALF exam along with their 12-Digit Candidate Number
- The Session (Month and Year) of the DELF or DALF exam along with the level appeared for (A1, A2, ... etc. )
- The Full Name and the Signature of the Person coming to collect the Certificates
- A photo identity card (Passport / Aadhar Card / Voter ID / Driving Licence) of the Person coming to collect the Certificates
- The ORIGINAL hard copy/printed copy of the DELF/DALF Exam fee receipt sent by the examination center following online registration/registration at the examination center.

## **13 – CHANGES TO DELF / DALF CERTIFICATE**

On the day of the DELF /DALF examination, the examination center circulates a sheet with the candidates' personal information as declared by them during registration (surname, given name(s), date and place of birth, nationality, etc.). By signing this sheet, the candidate attests to the accuracy of the given information. If a candidate detects any error on this sheet, they must immediately inform the examination center. Any request for change after the day of the examination will attract a fee and delay in the issue of the attestation of success and the DELF/DALF certificate.

## **14 - EXAMINATION ALREADY TAKEN**

A candidate may re-register for the same exam in the next examination session after the publication of his or her results, in case of failure as well as in case of success in the exam.

## **15 – RESPONSIBILITY, ACTS OF GOD**

The responsibility of the examination center and its employees shall be limited to wilful

misconduct or serious negligence. The center shall NOT be responsible in any manner if whatsoever in the event that any examination is interrupted due to an act of God (natural calamities, fire, flood, war, administrative instructions independent of the Examination Center etc.).

## **16 – FINAL PROVISIONS**

16.1. The general conditions herein laid down are an integral part of the DELF/DALF registration form signed with the examination center.

16.2. These general conditions are subject to French law and any dispute arising from these shall be referred to the competent French authorities.