



## End of Course Exam Entry Policy

- All Non-EEA students studying on courses of 25 weeks or more which appear on the Interim List of Eligible Programmes are required to do an external examination at the end of their course.
- Although ELI Schools administrates these end-of-programme exit exams to all Non-EEA students, all exams are run by an external examiner approved by the Department of Justice and Equality Irish Naturalisation and Immigration Service and grades are authenticated by the approved external examiner.
- All Non-EEA students enrolled on our 'Academic Year English' programme at ELI Schools pay an Examination Registration fee of minimum €150. This is automatically added to your invoice and must be paid in full, in advance, together with your tuition fees.
- This examination registration fee covers the following exams:
  - TIE/IELT - all levels (or another suitable recognised exam as agreed)
- Prior to arrival you will be asked to take an online level test. The results of this combined with an in-person speaking test and needs analysis will confirm your entry level for the programme. This will be confirmed to you on your first day of school by our Academic staff, who will also advise you on the best external exit exam for your level and requirements.
- Once you have accepted your exit examination you will be required to sign an agreement with ELI to confirm your entry and exit level and chosen exam. A copy of this agreement will be held by ELI and can be inspected at any time by the Garda National Immigration Bureau.
- Our Academic Manager will register you for your exam and pay your fee on your behalf.
- Examination dates and locations are displayed on the student noticeboards around the school.
- A minimum of 8 weeks prior to the exam date, your teacher will discuss your level, and which exit examination level you should sit. For example, if you have progressed very quickly from your Entry Level and you are capable of doing an examination at a higher exit level, you will be advised accordingly.
- The result of the exit exam will be recorded on your file and on a separate External Examination Excel Sheet, held by the Academic Department. Under your visa conditions, ELI may share the result of your External Examination with ELI staff, the Garda National Immigration Bureau and with Inspectors from INIS/QQI.

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