

## END-OF-PROGRAMME EXAM ENTRY AND RECORDING OF GRADES/SCORES RECEIVED

1. It is the policy of Griffith Institute of Language (GIL), Griffith College, to ensure that all learners studying on long term (25 or more weeks duration) English Language Programmes take an external English Language proficiency exam.
2. The list of exams which can be taken must be those approved by The Department of Justice Immigration Service Delivery (ISD) and those listed on the course the learner has enrolled on on the Interim List of Eligible Programmes (ILEP).
3. This agreement, which sets out the conditions to which the student and Griffith College are bound, must be signed on commencement of your programme.
4. It states that at the end of the programme the learner will be registered for an external English Language proficiency exam appropriate to their learning path; this exam is mandatory for the learner.
5. It is stated that this is a mandatory requirement of both the Department of Justice, Equality and Law Reform and Griffith College regulations, and that the records of the learner's participation and grades received are available on request to the Irish Naturalisation and Immigration Services.
6. The cost of registration for the examination will be pre-paid by the student at time of booking the course.
7. Learner will be registered for the exam by the GIL office, exams are scheduled to take place after 25 weeks of tuition have been delivered but within a learner's 8-month immigration permission.
8. The record of grades are received by GIL and subsequently sent to the learner as well as being available to ISD.
9. The relevant data protection permissions are agreed with learners accordingly and in line with GDPR requirements.
10. You can contact your exam officer at: [gil@griffith.ie](mailto:gil@griffith.ie)