Rules and Regulations for online B2 for international candidates

Examination Conducted Remotely

I.   **Organisation of online B2 for international candidates**
           Examination Conducted Remotely with online exam tools

1. Students are obliged to have a computer compatible with Moodle Platform and MS Teams (or another platform, ie ZOOM) application, including a webcam and microphone ensuring high quality of audio and video transmission.
2. Before participating in the written and oral exam, students are required to prepare a room in which the following conditions are fulfilled:
2.1. The room must remain closed during the whole exam.
   a) Only the candidate taking the exam is permitted to be in the room during the exam.
   b) Apart from the computer used by the candidate during the exam, no other electronic devices (computers, tablets, phones, recording devices, radio receivers, etc.) are permitted in the room.
3. If there are substantial grounds to believe that cheating or other forms of malpractice occur, the Foreign Language Centre (FLC)/WUT reserves the right to invalidate exam results of the candidate suspected of cheating.

II.   **Exam registration**

1. Candidates will be sent the login and password for Moodle platform at least one day before the written B2 exam.

III.   **Online B2 for international candidates**

Written part of online B2 for international candidates

1. The written part of online B2 for international candidates will be conducted on Moodle Platform.
2. The content of exam tasks will be shared with candidates on a set date and at a set time. Access to the exam will be limited to 120 minutes. After that period of time completing exam tasks will no longer be possible.
3. At the end of the exam students are obliged to submit a declaration that they have completed all exam tasks on their own and that they accept full responsibility if they are suspected of breaching that provision.

Oral part of online B2 for international candidates

Note: the oral examination can only be taken after passing the written part.

1. The oral examination will be conducted via MS Teams application on a set date and at a set time.

2. Candidates will receive an invitation for this date. Candidates are obliged to check whether the date is correct or not and if the date is incorrect, they should contact oja.sjo@pw.edu.pl. In order to start the exam, candidates join a conversation in MS Teams switching on both audio and video features.

3. After joining the conversation candidates are obliged to do the following before the exam starts:
   a) They show their identity card in the camera, which will allow for proving and confirming their identity. If the candidates 's identity cannot be unequivocally confirmed, the Examination Board will not conduct the exam.
   b) They announce in front of the camera that they know, understand and accept the terms of conducting the exam and that they have fulfilled the conditions specified in section I.2.
   c) They declare that they are fully aware of the mode of the conducted exam and feel able to participate in the exam.

4. The course of the oral exam:
   a) There are 3 students taking part in the exam (candidates), an examiner asking questions (interlocutor) and an examiner assessing candidates (assessor). The exam lasts around 15 minutes.
   b) The exam consists of questions asked by the interlocutor to candidates. Next candidates select a topic for a discussion by saying a random number from the list of questions. The interlocutor then reads out the discussion topic. All three candidates should participate in the discussion. After the exam the interlocutor and assessor grade individual candidates and then the interlocutor announces the grades to the candidates.

IV. **Examination Fee**

Examination fee in the amount of 140 PLN is not refundable.