



MICHIGAN LANGUAGE ASSESSMENT

NEW MLA CERTIFICATIONS POLICY DUE TO COVID-19 TO ALL OUR TEST TAKERS

✓ COVID-19 Response

- **Follow** all local orders / guidance.
- **Observe** social distancing.
- **Bring** your own pencils, sharpener and eraser.
- **Wear** face masks.
- **Bring** your own alcohol or hand sanitizer.
- **Check** your temperature before arriving.
- **Don't show up** if you have symptoms or live with someone who is sick or has symptoms.

✓ Oral & Writing Exam (check - in process)

- **Test takers would be inspecting** their temperature with a contactless thermometer and will answer a quick questionnaire about their medical status during the last 14 days.
- **The test takers will be called up in groups of 3 or 4 as max.**
- **The Staff will not** handle the test taker's identification card. The assessment assistant will collect the ID after they are sanitized.
- **Test Takers will be asked to hold on** the ID by the edges while a member of the staff inspects it.
- **Maintain social distancing among the test takers (2 mts.)** while your ID is being inspected.
- **Test takers will be allowed** to disinfect the ID if a member of the staff needs to touch it.



✓ How to confirm identity

- **Test takers** will have to safely and temporarily remove their mask to confirm their identity

✓ Personal Possessions

- **Test takers** must only bring
 - * The Original and updated ID / passport
 - * Exam supplies: pencil, sharpener and eraser
 - * A bottle of alcohol / gel alcohol



BRING THEM ALL IN A ZIPLOC PLASTIC BAG

✓ Summary

- Prioritize safety.
- Be prepared to do things differently
- Communicate expectations and necessities.
- **BRING the specified personal belonging IN A ZIPLOC PLASTIC BAG.**

✓ Refund policy

- **If a medical diagnosis shows that you are a COVID-19 virus positive, you could choose another date during 2020 as MLA calendar shows in agreement with this Testing Center.**
- **In case a test taker does not want to take the exam, we will apply the policy you signed when you bought the slot for the exam.**

Any of the both policy options mentioned above you will decide.

- If you are returned home due to COVID-19 symptoms.
- If you present a medical document evidencing you are sick.

✓ KEEP IN MIND THAT:

- **We will not store your belongings. Please refrain from bringing them.**
- **While in the Examination Room, cell phones are restrictively prohibited. If found, the exam will be voided.**

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MLA Testing Center since 2006