

Sitting a TEG exam

Sitting any exam can be stressful, but sometimes that pressure is heightened if you travel to an exam center you're not familiar with. This document provides candidates with a comprehensive overview of the structure of the exam day from start to finish, so that candidates know what to expect.

- ❖ TEG exams take place in different centres across the country and you will receive information regarding your chosen centre (eircode, parking facilities etc.) via email a couple of weeks before the exam. If you are worried about getting there or what the centre looks like, you could search the location on Google Maps or visit the center a couple of days before the exam.
- ❖ You should arrive at the exam centre at least 10 minutes before the exam begins.
- ❖ We advise candidates to bring water and a form of ID with them (passport, driving license, etc.)
- ❖ Once you reach the exam centre, there should be signs directing you to where your exam will take place.
- ❖ If an invigilator is present, they will check your ID, and you will sign in. The invigilator will be available to assist you if you have any queries. For larger centres, there may be more than one invigilator – in which case, you can register with either of them. If the invigilator is already registering someone, you will have to wait a minute or two until the invigilator is free.
- ❖ After you register, you will be directed to a waiting area where you must wait until the examiner calls upon you. You can bring your bag, notes, water bottle, coffee, coat, phone etc. into the exam and set them aside.
- ❖ If no invigilator is present, the examiner will check your ID card and sign you in. In that case, you will have to wait until one of the examiners comes to welcome you. There will be signs up to show you that you are in the right place.
- ❖ Two examiners will be in the room. One examiner will ask you questions, and the other examiner will take notes. You do not have to look at or speak to the examiner who is taking notes.
- ❖ The examiners will welcome you and introduce themselves. At this point, the examiners will explain who will be conversing with you and who will be taking notes during the exam. The exam will then begin.
- ❖ A recording device will be placed on the table and the exam will be recorded from beginning to end.
- ❖ Do not worry if you are nervous. The examiners understand the stress associated with exams and will try their best to make you feel comfortable.

- ❖ Depending on the exam level, the exam's duration and tasks vary. Candidates are advised to take a look at the sample papers available at www.teg.ie to get further information regarding the layout of the exam.
- ❖ The examiner will tell you when the exam is finished and you will be asked to complete a feedback form when you're finished the exam. In the case that an invigilator is present, they will provide you with the feedback form; if not, the examiner will do so. The feedback form gives you the opportunity to express your thoughts about the exam.
- ❖ That concludes the exam! You will receive an email with the results 6-8 weeks following the exam. If you pass, you will receive a certificate by post. Of course, you can reach us at teg@mu.ie or +353 1 708 3737 if you have any questions in the meantime.
- ❖ Please get in touch if there is any information missing from this document.