

VERY IMPORTANT - READ FIRST!

For the Italian Credential Exam, it is up to the candidate to choose which part of the exam he/she initially wishes to take. They might apply to the CCTC first if they wish to complete the Subtest I (General linguistics) prior to taking the Italian language part (Subtest III).

It is the candidates' responsibility to make sure they have completed all the requirements for the Italian Credentials.

Fondazione Italia – Italian Assessor Agency has no responsibility other than to administer the language part of the exam (Subtest III) and report those results back to the CCTC in the form provided.

TEST DATES & FEES

Refer to the following table for information about registration options, deadlines, and fees.

Test is held at **La Scuola International School** – 3250 18th St., San Francisco 94110

Test Date & Time	Registration Deadline & Fee	Late Registration Deadline	Score Report Date
May 4, 2024 10:00 am	April 19, 2024 \$125	May 3, 2024 \$145	June 1, 2024

The deadline for applications and all necessary documentation is **April 19, 2024**. Due to space, staff, travel, and time considerations, there can be no assurance that requests received during the late registration period can be accommodated. NO REFUNDS will be given after April, 19, 2024.

You may register online at www.italianfoundation.org. Click on "Resources", "Educator Resources," and then "Italian CSET."

TEST SITE RULES

- ❖ The test begins at 10:00 am; candidates should bring a black or blue pen.
- ❖ The test will be modified due to COVID-19 and will last for approximately three hours; candidates will have to wait their turn for the Speaking portion of the test.
- ❖ In the middle of the test, there will be a short break during which candidates will be allowed to eat; however, food cannot be brought into the examination room(s).
- ❖ If candidates complete a section of the test before time is up, they must turn in their booklet, and wait outside until all candidates are finished with that section of the test.
- ❖ Candidates may use the restrooms only at the end of each section of the test.
- ❖ During the test you are not allowed to eat, smoke, use cell phones or electronic devices of any kind, use personal or printed materials, use unauthorized aids, or carry weapons of any kind.
- ❖ Visitors are not allowed in the premises; you are not allowed to introduce bags or backpacks in the test room(s).
- ❖ A candidate who arrives after the test has begun may be refused admission, in which case he/she will be considered absent. If a candidate is admitted after a test administration has begun, no additional time will be allotted.
- ❖ COVID-19 safety protocols will be followed including limited number of candidates, social distancing, and sanitizing surfaces. Masks are optional.

TEST FEES AND PAYMENT POLICIES

Italian Subtest III - Registration Fees

CSET Italian, Subtest III	\$ 125
Late registration fee	\$ 20
Change of registration	No fee
Additional copy of CSET test results (per copy)	\$ 10
Score verification (multiple-choice sections of all subtests taken on the requested test date)	\$ 20
Score verification (constructed-response section of the subtest)	\$ 50
Fee to clear an account (for example, due to a disputed check charge)	\$ 20

Withdrawal/Refund Policy

If after registering you wish to withdraw from the Italian subtest for which you have registered, you must notify Fondazione Italia in writing by 5:00 p.m. Pacific time no later than **April 19, 2024**. No refunds or credits will be issued after **April 19, 2024**.

If you registered during the late or emergency period, no refunds or credits will be issued if you decide to withdraw. If you are absent from the test, you will not receive a refund or credit of any kind.

Payment Methods

You may register online and pay via credit card at www.italianfoundation.org only.

Fees for other services requested by mail ("Additional Service Fees" listed in the table above) will be invoiced electronically and must be paid via credit card.



IDENTIFICATION POLICY

You must bring to the test administration a current, government-issued identification printed in English, in the name in which you registered, bearing your photograph and signature. Copies will not be accepted.

Acceptable forms of government-issued identification include photo-bearing driver's licenses and passports. The Department of Motor Vehicles provides acceptable photo-bearing identification cards for individuals who do not have a driver's license.

Unacceptable forms of government-issued identification include student and employee identification cards, social security cards, draft classification cards, and credit cards. If the name on your identification differs from the name in which you are registered, you must bring official verification of the change (e.g., marriage certificate, court order).

Your official score report will not be released unless you present the proper identification as described above no later than 15 calendar days after the test date. Instructions for providing proper identification after the test date will be provided at the test site. If you do not provide documentation of your identification within 15 calendar days after the test date, your scores will be permanently voided and will not be reported to you, to the CCTC, or to any institution.

Questions?

Call 310-739-9350 or email
info@fondazione-italia.org
www.italianfoundation.org