TOEFL Testablauf

- **Reception**
  - Arrive at the latest 30 minutes before test start at the meeting point
  - Announce at the reception desk
  - Fill out Confidentiality Statement

- **Check-In**
  - Show Confidentiality Statement
  - Proof ID
  - Photo. Your picture will be taken and placed at your work station in the test room

- **Test Room**
  - Deposit all your personal items in the lockers
  - Find your photo on your work station in test room

- **Test Start**
  - Follow the supervisor’s test instructions
  - ID check
  - Make sure that you comply with test regulations

- **Mandatory Break**
  - Notify the supervisor that your break has started
  - You are allowed to leave the room for the time indicated on your screen
  - Return to your test station and notify the supervisor when break time has elapsed

- **Test End**
  - Notify the supervisor that your test has ended
  - Bring your scratch paper and pencil to the supervisor
  - Fill in the feedback form