





# Diploma in Spanish as a Foreign Language

## Registration Conditions



1. The Instituto Cervantes, by Royal Decree 1137/2002 of 31 October (Official Spanish Gazette of 8 November 2002), amended by Royal Decree 264/2008 of 22 February 2008, is the agency responsible for the academic, administrative and financial management of Diplomas of Spanish as a Foreign Language, which are issued by the Instituto Cervantes on behalf of the Ministry of Education.
2. The Instituto Cervantes accepts applications for its examinations, when channelled by a recognised Test Centre, for persons who at the time of enrollment:
  - a. Are nationals of States whose official language is not Spanish; or
  - b. Are nationals of States whose official language is Spanish and who are resident in countries where Spanish is not the official language, when at least two of the following conditions are met:
    - i. That Spanish is not the mother tongue of the candidate's father and mother.
    - ii. That Spanish is not the first language learned.
    - iii. That Spanish is not used as the language of everyday communication.
    - iv. That primary or secondary education, in whole or in part, was not studied in Spanish.
3. The candidate must present the application form, duly completed, personal photo ID documents and, if appropriate, an affidavit for the case referred to in item 2b). In addition, the corresponding registration fee must be paid.
4. This form should be completed using capital letters or checking the appropriate boxes. Amendments or deletions are not allowed. The Instituto Cervantes is not responsible for any harm resulting from the provision of illegible or erroneous data. The candidate is obliged to update any changes in his/her address details that may affect the delivery of communications concerning the examination.
5. The candidate must inform the Test Centre of any status or disability, whether permanent or temporary, which may affect his/her performance of any of the tests, so the Centre can take the necessary measures.
6. Once enrolled, the candidate is not entitled to full refund of the registration fee, unless the decision not to sit the exam is communicated during the registration period or during the following ten calendar days. For the August examination, this period shall be the registration period and the following five calendar days. If the candidate expressly waives his/her rights to sit the exam during the ten calendar days following the above cancellation period, he/she is entitled to a refund of 50% of the registration fees paid. For the August exam, this right will be effective during the five calendar days following the corresponding cancellation period. No cancellation or withdrawal will be accepted if communicated after the abovementioned time limits.
7. A registration made at a Test Centre entitles the applicant to sit the exam only at that centre, or in the premises provided by the Centre for this purpose. No transfer of registration is allowed.
8. If the candidate fails to appear for the exam, there is no right to refund of fees paid or to their use for another exam session.
9. If for good cause the Test Centre or the Diploma Award Coordinator in the country in question is forced to suspend or cancel a test, at one or more Centres, the candidates registered for them shall be entitled to a full refund of all registration fees paid.
10. The tests of oral expression and interaction that form part of the DELE exams, in which candidates take part in interviews with the corresponding examiners, may be audiovisually recorded by electromagnetic or digital means, either systematic or random, in order to monitor the performance of the examiners, to conduct research and development aimed at improving the test process and to obtain additional documentary evidence to resolve complaints. To that end, candidates consent to the Instituto Cervantes recording their interviews and award it, for the greatest period of time permitted by law, and for all countries, all intellectual property and personal image rights and other creative components that apply.
11. The Instituto Cervantes, through its network of Coordinators and Test Centres, will inform all candidates of the marks they obtain in the corresponding examination. Candidates receiving a PASS grade will be awarded the corresponding Diploma. All candidates have the right to make complaints and/or request a review of the grade assigned, but not to have their examination papers returned or copied.
12. The Instituto Cervantes has sole responsibility for issuing Diplomas. Requests for Diplomas to be re-issued should be addressed to the Instituto Cervantes.
13. If a candidate is expelled from the examination process due to improper conduct, all examination fees and rights for the exam session will be forfeited, and the candidate's exam will not be graded.