# iTEP Exam Rules and Restrictions

*Updated 2-26-21*

1. **Please make sure you have a photo ID card (preferably in English) ready for test registration.** This can be a driver's license, passport, or government ID card, but it must have a photo, your full name, and an ID associated with your country or state.

2. **Please have your webcam or laptop camera activated for the ENTIRE test.** If it turns off at any point, your test will not be graded and completed.

3. **Your face, including your whole mouth, must be visible for the ENTIRE test.** If we cannot see your mouth speaking, your test is eligible for invalidation.

4. **Do not read your Speaking answers off of your screen, notes, or any outside device. You MAY NOT READ your notes, you may only reference them.** Notes may only be taken on a piece of paper or within the test screen (if you are taking a newer version of the test). While you can occasionally reference your notes, you may not read them word-for-word. If you do, your test will be automatically invalidated.

5. **Notes may only be taken during the Writing and Speaking sections.** If you take notes at any other point during the exam, your scores will be invalidated.

6. **You may not use any device during your test except for the device you are using to complete your exam.** If the graders see any electronics such as phones, tablets, or other computers, your test will automatically be invalidated.

7. **You may not have any other person in the room with you while taking your exam.** If our graders see or hear any person in the room with you, your test will be automatically invalidated for cheating.

8. **You may not use any type of a language translator or assistance during the exam (unless pre-approved by an iTEP official).** This includes dictionaries, translation apps, books, paper resources, and SIRI.

9. **Look directly at the camera.** Test takers who repeatedly look away from the screen or at something off screen will be immediately invalidated for suspicion of cheating. Our

Fotosure security software takes photos every minute of the test and every photo is reviewed by the iTEP graders.  The Speaking sections are video recorded.

10. **There is ZERO TOLERANCE for cheating of any kind.** Any instances of cheating will result in your test scores being invalidated and your school will be notified.

11. **Most tests are graded and completed within 24 hours.** However, if there is a technical difficulty, missing photo or video footage, or suspicion of cheating, your test may take longer to be completed. To ensure you receive your results in time for an application or interview, PLEASE COMPLETE THE EXAM AT LEAST 5 BUSINESS DAYS BEFORE YOU NEED YOUR SCORES.