



Bow Valley
Adult Learning
Centre

CAEC TEST CENTRE POLICIES

Our goal is to help you feel confident and comfortable when taking your CAEC test. Please note the following:

1. Please arrive 10 - 15 minutes prior to the start of your exam. This is to provide you time to use the facilities, and make yourself comfortable.
2. You must present photo identification prior to starting your exam.
3. Please ensure you **do not** bring notes, pens, etc with you. You will be provided with blank paper, a pencil, pen, and eraser.
4. Please do not bring a water bottle or food - you will be provided with a bottle of water and a snack will be made available.
5. You will be asked to leave your mobile device and smart watch with the invigilator as we recognize it may be required for medical purposes or emergency we will keep it close by.
6. Please note that if you are wearing eye-glasses the test invigilator will inspect them to ensure they are not smart glasses.
7. You are welcome to visit the test centre (and complete a practice test) prior to completing your exam. This can be arranged by contacting testing@bowvalleylearning.ca
8. If you suffer from test anxiety, email testing@bowvalleylearning.ca and we can provide you with helpful tips and websites.