

REGISTRATION PROCEDURES FOR THE GOETHE-INSTITUT EXAMINATIONS

START DEUTSCH 1

Requirements:

- Passport and photocopy of the passport
- a passport-sized ID picture
- SD1 application form
- examination fee or proof of payment (example: receipt for money transfer transactions)

In person

You may visit our Registrar's Office during its office hours (Mondays thru Fridays, 10:00 AM until 4:00 PM only) and ask for an Start Deutsch 1 examination Application Form. Fill-up the form completely, submit the requirements and pay the exam fee.

Please read the examination guideline available or the information leaflet "Frequently Asked Questions about the **Start Deutsch 1 examination**" to get more information regarding our examinations.

You are officially confirmed only upon full payment of the exam fee.

By fax or email

You can also enroll by fax or email. Fill-up the Application Form below and send it together with proof of payment via fax or email to:

Goethe-Institut Philippinen
Attention: the Registrar

Fax no.: +63 2 8170979
Email: info@manila.goethe.org

Methods of payment:

We accept

- Cash
- Check (paid to Goethe-Institut Manila)
- **Door-to-door** delivered local or international money transfer (e.g. LBC, 2GO, etc.)

Receiver: Arlene Gonzales

Goethe-Institut Philippinen
G/4-5/F Adamson Center
#121 L.P. Leviste St., Salcedo Village
1227 Makati City, Metro Manila
Tel: (+632) 8405723 to 24 or
(+632) 8170978 to 79

- **Pick-up** type domestic or international money transfer (e.g. Western Union)

Receiver: Mr. Eduardo Balatayo.

Important:

- All payments are in Pesos only.
- We do not accept credit card payments or bank-to-bank deposits at this time.
- All transaction costs are shouldered by the sender.

Confirmation of payment

Please claim your receipt as proof of payment. For applications sent through money transfer, we confirm by text message or email. If you do not receive any confirmation within a week of sending your payment, please call our office to check on the status of your application.