



## How can a candidate from Panjim register for the DELF-DALF Exams?

### **Step 1: Read ALL documents highlighting the rules of the exam BEFORE registering**

It is mandatory for ALL candidates who wish to appear for the exam to read the rules. Failure to do so would be the liability of the candidate – registering for the exam constitutes a binding contract wherein you agree to its terms and conditions. Do keep in mind that DELF-DALF exams are international exams conducted as per extremely strict rules – if you do not follow any rule, it will be purely considered your responsibility and neither *Alliance Française de Bombay* nor *Alliance Française Panjim* will be able to help you.

### **Step 2: Determine whether you are an internal OR external candidate for the December 2023 Exams**

#### **Internal Candidate**

- For December 2023, an internal candidate is anyone who has pursued a course at *Alliance Française de Panjim* or any *Alliance Française* in India at any date **on or after 1st of July 2023**.

The fees for Internal candidates is different. In order to get this rate, send an email immediately with a photo/scan of your course fee receipt from any AF to [helpdesk.mumbai@afindia.org](mailto:helpdesk.mumbai@afindia.org) (cc to [certifications.mumbai@afindia.org](mailto:certifications.mumbai@afindia.org)) before commencing the registration process.

- Subsequent to the confirmation from AF Bombay, you may log onto <https://bombay.afindia.org/registration/> and follow the registration procedure,

### **Step 3: How to Register**

#### **For an Internal candidate:**

#### **Create an account on the Online Kiosk of *Alliance Française de Bombay***

Registrations for the December 2023 Session of the DELF-DALF or DELF Junior Exams for *Alliance Française Panjim* are online via the Online Kiosk of *Alliance Française de Bombay*.

- a) On a laptop/desktop [NOT on your phone], create a profile on the kiosk via the link <https://afbombay.extranet-aec.com/students/register#/>
- b) For Centre, use Churchgate in the drop-down menu
- c) For city, use *Autres*
- d) For district, use *Autres*

e) In case your School/University of origin, you must drop down to “Alliance Francaise de Goa-Panjim”. If you have a pre-existing account, you can edit your ‘account setting’ to change your school of origin to “Alliance Francaise de Goa-Panjim”.

f) Enter an email address which you use regularly and have easy access to – this is the email address which will be linked to your account and all communication about the same will automatically go to the Inbox/Spam folder of the same

g) Remember your password

#### **External candidates:**

- Any candidate who does not meet the criteria for internal candidates is an external candidate. The fees for external candidates are different and **there is a fine for any external candidate who attempts to register as an internal candidate.**

The registration procedure: <https://bombay.afindia.org/registration/>

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b) For Centre, use Churchgate in the drop-down menu

c) For city, use *Autres*

d) For district, use *Autres*

e) In case your School/University of origin, you must drop down to “University of Mumbai”

f) Enter an email address which you use regularly and have easy access to – this is the email address which will be linked to your account and all communication about the same will automatically go to the Inbox/Spam folder of the same

g) Remember your password

#### **Step 4: Payment**

The registration link only becomes activated during the registration period mentioned in the rules. The number of seats is limited and registrations are strictly on a first-come first-serve basis. **As soon as possible during the registration period**, purchase the desired DELF/DALF Examination Level from the Online Registration Kiosk on a Laptop/Desktop and proceed to checkout to make the payment through a credit/debit card using the following link [remember the exams will ONLY show DURING the registration period AND if there are seats left]:

#### **[AF Bombay - Examinations](#)**

After you have made the payment, the payment receipt will automatically be sent to the Inbox/Spam folder of the email address provided by you at the time of creating your account on the Online Kiosk.

In case you have any problems, please contact us between 10 am to 5:30 pm from Mon to Fri (Lunch Break 1 pm to 2 pm) [helpdesk.mumbai@afindia.org](mailto:helpdesk.mumbai@afindia.org) (cc to [certifications.mumbai@afindia.org](mailto:certifications.mumbai@afindia.org)) OR +22035993