This document contains very important information relating to your forthcoming Occupational English Test (OET) at the Academy of English in Oldenburg, Germany. Please read it carefully!
Message from the Venue Manager, Dr. John Goodyear

As one of the authorised venues to administer the Occupational English Test (OET) in Germany, we look forward to welcoming you to the Academy of English in Oldenburg, northern Germany to conduct your forthcoming test.

OET is an international English language test that assesses your language and communication skills. It is designed specifically for healthcare professionals who seek to register and practice in an English-speaking environment.

My staff and I are committed to delivering the OET in an environment that upholds the highest possible professional standards. To ensure that the OET runs smoothly on your test day, we would ask you to read this document very carefully and follow the instructions accordingly.

Let me thank you for your cooperation in this matter and wish you all the best!

1. Test Venue Address

The OET test will take place at the Academy of English in Oldenburg, Germany. The postal address is:

Cloppenburger-Str. 397, 26133 Oldenburg, Germany
First Floor: Registration and Second Floor: Testing Rooms

Please note that the Academy of English is housed on the first and second floor with stair access. There is no elevator access available. Candidates requiring extra assistance to get to the first and second floor should contact the Venue Manager to make special arrangements to reach the first and second floors.

2. Contact Details

The Academy of English as the OET Test Venue can be contacted by telephone, fax and by e-mail:

From outside of Germany:  From inside Germany:
Tel.: +49 441 200 5667  Tel.: 0441 200 5667
Fax: +49 441 200 5668  Fax: 0441 200 5668

The Venue Manager can answer queries and is available around the clock on:

From outside of Germany:  From inside Germany:
Tel.: +49 1517 2918825  Tel.: 01517 2918825
E-mail: goodyear@englisch-oldenburg.de

3. Test Venue Location

The OET Test Venue, Oldenburg is located in the German federal state of Lower Saxony (Niedersachsen) in the northwestern corner of Germany.

The OET Test Venue in Oldenburg is the southern suburb of Kreyenbrück.
4. Reaching Oldenburg

Oldenburg is easy to reach with all forms of transport, irrespective of whether you are travelling over land or by air. We do ask, however, that you plan enough time for your journey so that you can reach Oldenburg on time. Please remember that you will not be permitted to take the test if you arrive late. Although the German transportation network is very reliable, there can be unforeseen circumstances that may delay your journey, e.g. adverse weather conditions, motorway maintenance work, railway engineering work.

By air:
The nearest international airport is Bremen (known as "City Airport Bremen"; Airport Code: BRE) serving fifty destinations around the world. Although Bremen is not Germany’s biggest airport, it is the closest international airport to any city centre in the whole of the country, just six kilometres from the city centre.

On arrival into Bremen City Airport, your onward journey to Oldenburg can continue by hire car, by taxi or by public transport.

By road with hire car:
The road journey from Bremen City Airport to the OET Test Venue in Oldenburg is approximately 50 kilometres and the normal duration of the road journey is 40 minutes. If you wish to hire a car, you can find the rental desks on the car rental pavilion at Flughafencalleee 22, right opposite Terminal 2. Recommended companies include enterprise, AVIS, Europcar, Hertz and Sixt. Further information can be found here: [http://www.airport-bremen.de/en/service/car-rental/](http://www.airport-bremen.de/en/service/car-rental/). To hire a car in Germany, you will need to present a valid driving license and, if booking online, the credit or debit card used when booking!

By taxi from the airport to Oldenburg:

On exiting the airport, a range of marked-up taxis are outside the airport. Please provide them with the information: Cloppenburger Str. 397, 26133 Oldenburg. It is important that you inform the driver that you would like to go to Oldenburg because there is a street of a similar name in Bremen. The taxi price for a single journey is around 85 euros. You can pre-book your taxi with the Taxi-Ruf Bremen company on 0402 14014 (International call: +49 402 14014).

By public transport: Tram in Bremen:
The airport is connected to the city centre by the No. 6 Tram (End destination: Universität). Tickets directly to Oldenburg can be purchased at the Tourist Information in the main terminal. They currently cost 8.25 euros for the entire public transport journey from the airport to the nearest bus stop outside the OET Test Venue in Oldenburg (Tram-Train-Bus). Given Germany’s integrated transportation system, you would not need to purchase another ticket for the rest of your journey: the ticket is valid to the bus stop outside of the OET Test Venue in Oldenburg.

A mere 22 steps is all it takes from the airport to the tram stop. The No. 6 tram travels straight from the City Airport Bremen to the University via the main railway station in Bremen (Hauptbahnhof (Hbf) – Central Station). The journey takes no more than fifteen minutes. There’s a tram every ten minutes during rush hour. An online schedule can be found on the BSAG website at [www.bsag.de](http://www.bsag.de). On arrival at the train station, leave the train and go to the main entrance hall of the train station, from where you can take a train to Oldenburg.

By public transport: Train

There are frequent local train connections from not just Bremen but also Osnabrück, Wilhelmshaven and Bad Zwischenahn, normally running twice per hour at peak times. National trains to or via Oldenburg go through Bremen train station. Please note that there are different price contingencies on regional trains (RB, RE, NWB) and faster, intercity trains (IC, ICE). Please ensure that you board the right train with the right ticket! Further information on the departure and arrival times of trains can be found on the Deutsche Bahn website: [www.bahn.de](http://www.bahn.de). An English version of the site can be found at [http://www.bahn.de/](http://www.bahn.de/)

5. Reaching the Academy of English by Public Transport

By public transport: Bus

There is a direct bus service between Oldenburg train station and the Test Venue. Please board the 304 bus towards Bümerstede from the Lappan bus station or the 315 bus to Hatterwüsting at either the central bus station (ZOB) at the rear end of the train station or in front of the bus station. Electronic boards display in real time the buses that are due. On boarding the bus, you need to inform the driver of the bus stop name: KLINGENBERGPLATZ (Bussteig A).
If you bought a travel ticket from the airport and used public transport to reach Oldenburg, you will only need to show the ticket to the driver as it is valid to the final destination, i.e. **KLINGENBERGPLATZ**. If you have bought an intercity train ticket with the option (Oldenburg+City), you just need to show the driver this ticket: it is also valid until your final destination. If, however, you were dropped off at the train station and need to continue with the bus, then you will be required to purchase a single ticket on the 304 or 315 bus to **KLINGENBERGPLATZ**, costing 2.35 euros. The driver will give you change if you only have notes (up to 10 euros). Please ensure that you have smaller euro note denominations, though, because it will be difficult for the driver to give change for any note higher than 20 euros.

The bus journey takes between 12 and 16 minutes. You can find a copy of the bus timetable for the 315 here: [https://www.vwg.de/haltestellen/3154132.pdf](https://www.vwg.de/haltestellen/3154132.pdf). If you board or change at Lappan, you can also catch the 304: [https://www.vwg.de/haltestellen/3049942.pdf](https://www.vwg.de/haltestellen/3049942.pdf).

**By Road**

If you are driving by car, then you can reach the OET Test Venue Oldenburg from the A28, exiting at the Kreyenbrück exit, driving towards Wardenburg on the Cloppenburger-Str. After driving up the Cloppenburger-Str. for two kilometres, drive past the turning for Klingenberplatz and past the McDonalds Clock before seeing a building with you need to drive through the traffic lights and the OET Test Venue is on the left-hand side. You will initially see signs reading “Physio Paultyn”
Please pull in alongside the entrance. Parking is available at the rear of the building as well as at the front of the building on the roadside.

By Taxi

Taking a taxi from the main train station in Oldenburg to the Test Venue is simple and costs around 10-12 euros. When getting into the taxi, please ask the driver to take you to Cloppenburger Str. 397.

6. Arrival Time

It is very important to arrive at the Test Venue in Oldenburg on time. Please allow yourself plenty of time to reach the OET Test Venue. Please arrive no later than forty (40) minutes before the your first OET sub-test! The all-important registration process will take place during these thirty minutes, including important ID checks and to take the test day photos. Failure to arrive on time for registration may mean that you may not be allowed to take the OET. Once the test has commenced, you will not be permitted to join the test.

7. Where to report?

The OET Test will take place in the Authorised Test Centre, The Academy of English in Oldenburg, Germany. Please note that the Academy has two addresses: Alter Postweg 125 and Cloppenburger Str. 397, please report to the Cloppenburger Str. 397 for the OET Test.

On arrival at the Centre, please enter through the side entrance, which will have OET signs on Test Day. If the door is locked, please ring the bell marked The Academy of English. On entry, the OET signage will help you get to the first floor for registration. Please follow the OET signs on arrival.
When entering the building, please go up the stairs and enter the Academy of English on the first floor. The registration table will be set up in the foyer area on arrival of the Academy of English.

8. Food and Drink

The OET Venue is located near to the German supermarket chain Lidl and also a bakery, which are both open on Saturday, but not on Sunday. Any students sitting the OET on Sunday should make alternative food arrangements or bring a packed lunch.

9. Notice to Candidates

This notice contains important rules and regulations for the day of the test. Invigilators have the power to enforce these rules and regulations and have the right to ask you to leave the test room immediately. Any instruction they give must be followed carefully and quickly.

RULES AND REGULATIONS

YOU MUST bring to the test the ID document you used when you applied for this test. Your ID document must be current and the details must match exactly the details you provided otherwise you will not be allowed to sit the test.

- In Australia: you must provide your current passport as proof of identity.
- Outside Australia: you must provide your current passport or if you hold an official National Identify Card for the country in which you are sitting the test, you may use your current card as your ID document.
- You MUST bring your candidate number. It is not necessary to bring any printouts. Note – a ‘hall ticket’ is not provided.
- YOU MUST only take into the test room what you need to complete the test. You may bring:
  - pens, pencils, erasers, a pencil sharpener, a small bottle of water in a clear plastic bottle and your identification document.
- YOU MUST disable any alarms on your mobile phone or other electronic items, then switch them off before handing them over with your personal belongings at registration.
- YOU MUST stop writing immediately when told to do so.
- YOU MUST make sure your name and candidate number are on each book/sheet you have used. Wait until the Invigilator has collected your question paper and answer sheet(s) before you leave the test room.
- YOU MUST be on time – if you are not in the test room at the start of the test you will not be allowed to take the test.
- DO NOT cheat, copy, give anything to, take anything from, or talk to another candidate. You will be held responsible if your test papers are exposed so that other candidates can copy them.
- DO NOT talk to or disturb other candidates during the test.
- DO NOT bring into the test room any bags, notes, study materials, dictionary, electronic items such as mobile phones, digital sound recorders, MP3 players, cameras, highlighters, pens, mechanical pencils, scrap paper, correction fluid or tape.
- DO NOT attempt to record or reproduce any part of the test.
- DO NOT smoke, eat or drink in the test room, apart from drinking water in a plastic bottle.
- DO NOT take any question papers, answer sheets or rough paper out of the test room.
• **DO NOT** make any noise near the test room.
• **DO NOT** leave the test room for any reason without the permission of the invigilator. You are not allowed to leave the test room during the following times:
  - between the subtests
  - during the Listening sub-test
  - during Reading Part A
  - during the Speaking sub-tests, or
  - in the last 10 minutes of the Reading Part B and Writing sub-tests.

At all other times you must be accompanied by an invigilator and will not be admitted back into the test room if you have not been accompanied. No additional time allowance will be given if you choose to leave the room.

**ADVICE AND INFORMATION**

**Make sure you are on time**
- You are responsible for knowing the date, time and place of your test and arriving well before the scheduled start time.
- If you arrive late you will not be permitted to sit the test.

**Advice and assistance during the test**
- Listen to the invigilator and follow the instructions.
- If you are not sure about what to do, raise your hand to attract attention. The invigilator will come to your assistance.
- You must not ask for, and will not be given, any explanation related to the questions.
- If you do not feel well on the day of the test or think that your work may be affected for any other reason, tell the invigilator immediately.

**Listening, Reading and Writing sub-tests**
- Read carefully and follow the instructions on the question papers and answer sheets.
- Tell the invigilator at once if:
  - your personal details on the answer sheet are wrong
  - you think you have been given the wrong question paper
  - the question paper is incomplete or badly printed.

**DISQUALIFICATION WARNING**

If you cheat, use any unfair practice, break any of the rules or regulations, or ignore any advice or information, you will be disqualified and no results will be issued. You may also be subjected to further disciplinary action at CBLA’s discretion.