

# STUDENT JOURNEY ON CFE DAY

1. You should arrive at your hotel at the time indicated in the email sent to you on August 20, 2020. I.e., up to one hour before your designated start time.
2. You will need to bring your own mask, put it on outside the hotel and ensure you maintain a distance of 6 feet from other people at all times.
3. Please make your way to the CFE entrance doorway and the COVID-19 screening station. If you are staying at the hotel, please proceed directly to the COVID-19 screening station on your designated exam floor.
4. At the screening station you will line up (if necessary) 6 feet away until you are asked to approach the station.
5. There will be a poster (see below) at the station with the COVID-19 screening questions. You will be asked to read the questions and provide a yes or no answer.
  - a. If you answer yes to any questions you will be told to go home and call your health provider. You will be provided a rewrite opportunity at the next CFE sitting at no charge.
  - b. If you answer no to all questions you will be given a “signature card” and instructed to proceed to your hotel room.
6. If needed, there will be signs to direct you to the elevators/stairwells. Proceed to your exam room while maintaining physical distancing and following the COVID-19 capacity signs for the elevators.
7. When you arrive at your room, place all unauthorized items in the room doorway so you and the invigilator can see them. Show your cell phone to the invigilator, turn it off and place it with the rest of the unauthorized items, making sure it is clearly visible to the invigilator.

8. You can then enter the room and set up your desk. You may remove your mask if you are alone in your room.
9. Fill in the signature card using a pencil you received and place it, with your photo identification (photo side visible), in the clear plastic bag situated near or on your door.
10. There will be a laptop, a USB key, a calculator, earplugs and an instruction sheet on the desk that you will need to follow. Once complete, stand in your doorway (wearing a mask) until the floor is ready to start the exam.
11. You do not need to ask permission to use the washroom.
12. If at any time during the exam you need an invigilator, stand in your doorway to get their attention.
13. Once time has elapsed, you will be told the exam has ended. Immediately stop typing, collect your exam booklet and rough work booklet, and stand in your doorway.
14. There will be an announcement directing you to return to your room and follow the steps listed on the instruction sheet.
15. Once you have completed the close out procedures, a floor supervisor will come to take your USB key and upload your exam.
16. Once this is done you will follow the invigilator's instructions on when you can leave again maintaining all the COVID-19 protocols.



# COVID-19

**Do you have any of the following symptoms which are new or worsened if associated with allergies, chronic or pre-existing conditions:”**



Fever



Cough



Difficulty breathing



Sore throat,  
trouble swallowing



Runny nose



Loss of taste or  
smell



Not feeling well



Nausea, vomiting,  
diarrhea



Have you been in close contact with someone who is sick or has confirmed COVID-19 in the past 14 days?



Have you returned from travel outside Canada in the past 14 days?



**If you answered YES to any of these questions, go home & self-isolate right away.**

