

Dear STEP Canada Affiliates/Associates

During these challenging times we are aware that our affiliate/associate members may have concerns about the upcoming examination date. The feedback from our student community has indicated that some of our members wish to continue with their exams as planned, while others wish to defer. As the examinations are offered completely online and can be taken from the safety and comfort of your own home, the examinations will commence as planned:

- May 25, 2020 for those registered in a diploma course
- June 1, 2020 for those registered in a CETA course

The protocol for the online examinations will be revised to allow for a streamlined approach that accounts for the changing environment inside the home due to social-distancing measures. The new online exam protocol will continue to ensure a secure test-taking experience. Affiliates/Associates will have access to the updated exam instructions on the course website by April 10, 2020.

Those that choose to defer their exam for the upcoming session will not incur financial or program-timeline penalties. The default date for deferred examinations will be the next regularly scheduled session (September for CETA and November for the Diploma Program). STEP Canada will evaluate the need to offer a second exam session for this term in order to allow those who wish to remain on track with their program timeline the opportunity to do so. The date for a possible second session is to be determined.

STEP Canada will continue to monitor the situation through reliable sources of information, such as the Public Health Agency of Canada (PHAC). If there are changes to the scheduled examination dates, or if a second exam session for this term is scheduled, members will be informed through the announcements section on the course website (inside the e-classrooms).

If you have any concerns or wish to discuss this notice in more detail, please reach out to the Education Manager directly at aedwards@step.ca.

STEP Canada