



Nelson Mandela School, Pfalzburger Straße 30, 10717 Berlin

04.05.2020

Information for Year 10 Students and Parents: MSA Qualification and MSA Presentation Examinations

Dear year 10 students, dear parents,

For this school year your EBBR / MSA qualification and MSA GO (Berechtigung zur Gymasiale Oberstufe/entry to upper school) will be calculated as follows:

- Your year grade average: 3.0 = MSA GO / 4.0 = MSA (Sek 1 VO §48)
- Your year grade average in the main subjects: Maths, German, English: 3.0 = MSA GO / 4.0 = MSA (§48)
- Passing the MSA presentation exam (written exams, including the English oral, have been cancelled)

The MSA presentation exams will take place on Monday the 18th and Wednesday the 20th of May.

As there are certain members of staff who belong to a risk group and are working from home, a few of the examiners will need to be substituted. If these changes affect your exam, we will let you know individually. There will also be changes to some minute takers, as well as to the times of some of the exams. The revised schedule will be displayed in the cabinet next to the middle school office from Monday 11.05.20 and will be posted (without student names) in MSA classroom. Please make sure that you check the date, time and room in good time.

We will be checking the rooms (top floor, new building) before the day to make sure that all technical equipment is order. However, do not rely on the internet on the day. The presentation needs to be saved on 2 separate USB sticks (see checklist below).

During these exams we will be adhering to the current hygiene regulations from the Senate. Computer keyboards and equipment will be disinfected, and the room aired in between each exam. Students will be required to keep a distance of 1.5m (minimum), wash their hands before the exam (one at a time) and confirm that they are in good health. There are some students and teachers who belong to a risk group. We will take great care on the day to keep the risk of infection to a minimum but cannot provide any guarantees. If you as a student or as a parent belong to a risk group and are concerned about the risk involved in taking this exam, please contact your class team.

The student is not permitted to participate in the MSA presentation exam:

- if the student or any member of the family is showing symptoms of Covid-19.
- if any member of the family is in quarantine or is in contact with anyone who is infected.

Any Covid-19 infections must be reported to the school immediately. If symptoms arise during or shortly after the exam, also notify the school immediately.

If a student cannot participate due to illness (of any kind) on the day, the school office must be informed before 8.00 and an alternative date will be arranged. A doctor's note is required.

We need to pay particular attention to protecting those at risk of infection and appreciate your support with regard to distancing and hygiene measures on the day.

Last but not least, we wish you the best of luck with your exam!

Sarah Dent, Middle School Coordinator, on behalf of all MSA tutors

MSA Presentation Exam 2020 - Checklist for Students

Before the exam
<input type="checkbox"/> Find out when and where your exam is taking place
<input type="checkbox"/> Make sure that the Meeting documentation sheet (Beratungsprotokol) is complete. Each member of your group needs their own completed copy with the signature of tutor and student for each meeting.
<input type="checkbox"/> Make sure your list of sources is complete
<input type="checkbox"/> Hand in a copy of your presentation on a 2 nd USB stick. Place it in an envelope with the names of your group members and classes on it and place the envelope in the middle school letter box during the following time slots: Friday 15.05 from 12.00 until 17.00 Monday 18.05 from 8.00 until 17.00 The USB stick will be returned to you once we have uploaded all the presentations.
On the day of the exam
<input type="checkbox"/> Arrive 15 minutes before the scheduled time of the exam and wait on the school yard. Your tutor / minute taker will pick you up from there. Keep to the required distance from other students.
<input type="checkbox"/> Hand in your Beratungsprotokol and your list of sources to the examiner
<input type="checkbox"/> Confirm that you are fit to take the exam by signing the "Prüfungsfähigkeit" paper. (available in the exam room). For hygiene reasons we ask you to use your own pen.
<input type="checkbox"/> At the end of the exam leave the school building and keep a distance