

Guidebook for Agents & Prep Providers

*CELPIP tests and CAEL CE are Canada's
leading English proficiency tests for
immigrating and studying in Canada.*



by  Paragon

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About Us

Paragon Testing Enterprises, founded in 2009, currently operates 100+ test centres worldwide

Paragon currently administers three tests:

- The Canadian English Language Proficiency Index Program (CELPIP) Test
- The Canadian Academic English Language Test, Computer Edition (CAEL CE)
- The Language Proficiency Index (LPI) Test

Paragon's mission is to make its English language proficiency tests the tests of choice for those wishing to immigrate to Canada, become Canadian citizens, or study in Canada at all levels. To achieve this mission, Paragon conducts ongoing test research in collaboration with internationally recognized scholars at Canada's leading universities. This test research program ensures the highest quality tests and enables Paragon to compete with large international testing agencies.

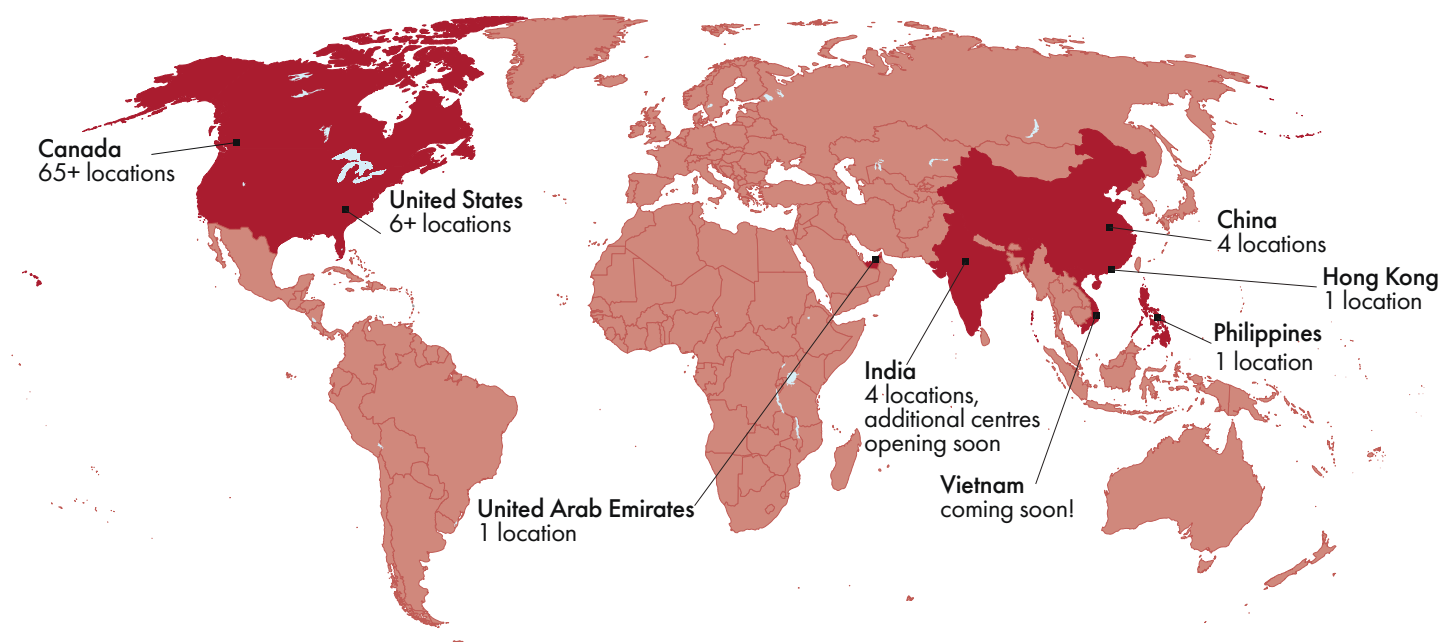
In 2015, Paragon purchased the CAEL Assessment from Carleton University, and in 2017, successfully converted the test to a computer-delivered version known as CAEL CE (Computer Edition). Paragon is currently focused on the international expansion of its tests, with recently opened test centres in the United Arab Emirates, the United States of America, India, the Philippines, and China, with additional test centres opening internationally in locations such as Vietnam in 2020.

Testing in Canada & Around the World

We have over 100 CELPIP and CAEL test centres around the world.

To view all testing locations for CELPIP, visit celPIP.ca

To view all testing locations for CAEL, visit cael.ca



CAEL[®]

CAEL CE is Canada's leading academic English language test for study in Canada.



CELPIP[®]

CELPIP tests are Canada's leading general English language tests for immigrating to Canada.



CAEL[®]


How We Work with our Partners

For individuals and organizations looking for partnership benefits, Paragon is introducing the Network Program. This program will provide members with incentives for following business practices that align with Paragon values. The features of the tiered levels of the program include:

Network Tiers and Benefits: Agents

	Silver	Gold	Platinum
Recognition as a member of the CAEL CE/CELPIP Network at a given level	✓	✓	✓
Access to workshops and prep opportunities for test takers	✓	✓	✓
Access to Paragon Branding / Marketing Materials	✓	✓	✓
Test taker registration and Affiliate privileges with commission	✓	✓	✓
Listing on Paragon website	✓	✓	Feature Page

Network Tiers and Benefits: Prep Providers

Access to all Agent Network benefits	✓	✓	✓
Free practice test codes	✓	✓	✓
Bulk discount on IPP materials	15%	20%	25%
Ongoing instructor training	✓	✓	✓
Free Accelerate codes	3	6	12
Access workshop materials and tiered instructor training	✓	✓	✓
Free CELPIP Advanced Instructor Training (\$75 value) 	✓	✓	✓
Free 72-hour / 100-hour prep program materials	✓	✓	✓
Discount on one live test with score per instructor	50%	60%	75%

Key Partner Benefits



Trusted & Convenient

Study materials can be directly purchased and placed in student accounts; they can never be lost or stolen



Leveraging Branding

Members can co-brand their materials with our logos, as well as with our exclusive Network Member badges



Exclusive Pricing & Discounts

Study materials can be purchased in bulk quantities at reduced prices



Printable PDF Workbooks

Student workbooks used in the prep programs can be printed as needed by your teachers at no charge



Referral Commission

Members can access our referral program, which provides materials to collect referral commission from test registrations



Workshops for Test Takers

Free training and materials provided to equip your teachers to deliver 2-hour workshops for test takers



Inclusion & Networking

Members of the Network Program will be highlighted on our websites, and receive referral traffic



Tiered Instructor Training

Instructors can build their test prep skills and receive certificates of recognition via online courses

Admission Criteria

Paragon works closely with organizations around the world to ensure that our partners are of the highest quality, and are able to maintain test taker and stakeholder trust in our tests. Prior to joining the Network Program, all applicants must meet the following requirements:

- ✔ Provide a professional website and email address (no gmail or yahoo accounts will be accepted)
- ✔ Provide relevant accreditations, professional designations, or membership in business chambers, professional associations (such as RCIC, Languages Canada, ICCRC, etc.), and other accrediting bodies.
- ✔ Applicants who are looking to provide a preparation program must participate in Instructor Training

Application Process

In order to ensure all submissions are reviewed in a fair and timely manner, the following process has been created to apply for the Network Program:

- ✔ Fill out the application form at cael.ca/network or celpip.ca/network
- ✔ Provide information requested paying close attention to contact details
- ✔ Applicants will be contacted by Paragon Staff for follow-up questions prior to approval
- ✔ Applicants will begin at the Silver partnership tier, and will be able to advance to higher tiers

Network Ecosystem

As an essential component of our customer ecosystem, members contribute key services to our clients, and are a valuable link between test takers and their goals for studying abroad.



Reminder!

Members can receive referral commission from affiliate link registrations as well as from direct test taker registrations.

Membership Review

To maintain consistently high levels of engagement with our partners, Paragon will work with members on an annual basis to ensure the program is working for all parties involved. This annual membership review includes:

- ✔ Adherence to Branding Guidelines
- ✔ Customer Service Satisfaction survey from Paragon
- ✔ Sustained flow of referrals/registered test takers from affiliate links
- ✔ Applicants who provide a preparation program must complete an IPP audit

To learn more about the Network Program, contact memberteam@paragontesting.ca.



About CAEL CE

Why Choose CAEL CE

CAEL CE is the only test that provides an authentic representation of language use in a Canadian academic context. It evaluates how well students combine their English speaking, reading, listening, and writing skills to perform academic tasks that they would encounter at a Canadian university or college.

Test Features



Acceptance Across Canada

Accepted by over 180 Canadian universities and colleges, including all of the English U15 institutions



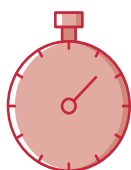
Quick Online Results

Available online in 8 business days, sent to 5 institutions at no extra cost



Computer-delivered Test

Includes features such as a personal timer & word counter



Single Test Sitting

Taken in a single 3-hour sitting with no separate Speaking test



Convenient Study Materials

Free sample tests, pretest sittings, webinars, prep programs & online courses



Single North American Accent

Easy-to-understand English and vocabulary taken from everyday situations

Accepting Institutions

CAEL CE is accepted by over 180 institutions across Canada for academic admission, as well as by several professional organizations for certification.



CAEL CE is accepted by 100% of the English-speaking Universities Canada institutions that accept international students.



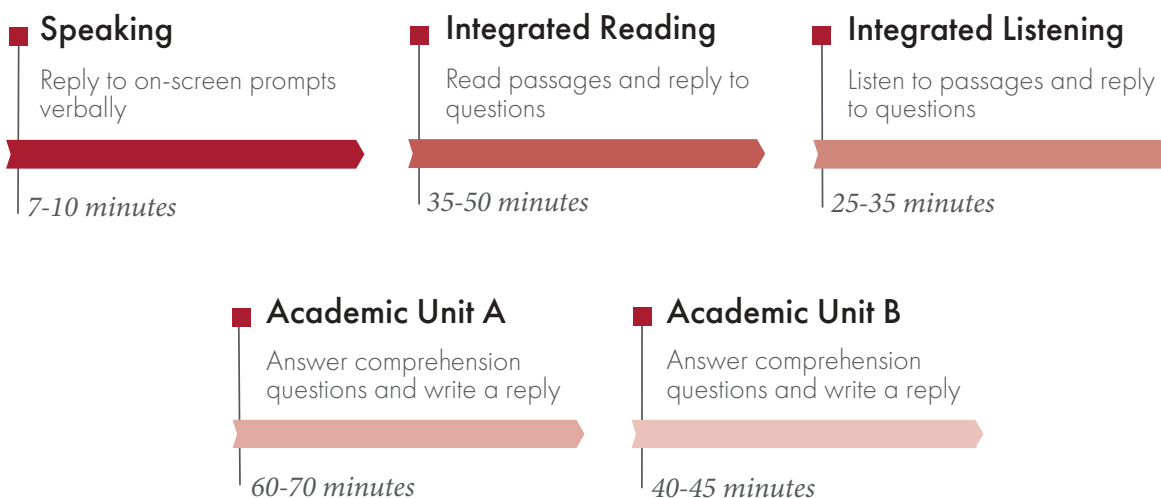
CAEL CE is accepted by 85% of the English-speaking CiCan institutions that accept international students.

CAEL CE Test Format

CAEL CE assesses English language proficiency in an academic context. Test takers receive scores for the Speaking, Listening, Reading, and Writing components, as well as an overall score.

The test includes activities that students engage in during post-secondary study. The topics and tasks in the test are taken from first-year university courses. Some of these tasks will require test takers to use what they have read and listened to in order to answer a question by speaking or writing their response.

CAEL CE is fully computer delivered, providing test takers the opportunity to complete all test components in one sitting.



Test Fees & Frequency in Canada

\$280
+ Taxes

Test sittings are available twice monthly in Canada, with monthly test sessions in all cities.

Free
Practice

CAEL CE Pretest

CAEL CE Pretest

A free opportunity to experience questions on the CAEL CE Test, but cannot be used to verify your English proficiency. It is completed in less time than the full CAEL.

International Fees

International test fees may vary. For a complete listing of upcoming test sittings and test fees, visit cael.ca. CAEL pretesting is not yet available internationally.

CAEL CE Test Format

CAEL CE is fully computer delivered, providing test takers the opportunity to complete all test components in one sitting with no additional appointments, interviews, or test sittings required. CAEL CE test takers use a computer mouse and keyboard to complete Reading and Writing tasks on the test. They also use a computer microphone and headset to complete the Listening and Speaking tasks. Computerized tests offer test takers a quick and reliable testing experience.

The total test time for CAEL CE is about 3 ½ hours.

Part 1: Speaking 7-10 minutes

Test takers will reply to on-screen prompts verbally. This component is evaluated on your:

- Content of response to the speaking tasks
- Accuracy of the language used in your response
- Ability to reference details in a visual image (if present)

Part 2: Integrated Reading 35-50 minutes

Test takers will read passages and reply to questions. This component assesses your ability to:

- ✓ Comprehend the general meaning of the passage
- ✓ Identify specific information in the passage
- ✓ Make inferences based on information in the passage

Part 3: Integrated Listening 25-35 minutes

Test takers will listen to passages and reply to questions. This component assesses your ability to:

- ✓ Comprehend the general meaning of the passage
- ✓ Identify specific information in the passage
- ✓ Make inferences based on information in the passage

Part 4: Academic Unit A 60-70 minutes

Test takers will answer comprehension questions and write a reply. This section includes:

- ✓ One reading passage with comprehension questions
- ✓ One listening passage with comprehension questions
- ✓ One writing question requiring an extended response, using material from both the reading passage and the listening passage.

Part 5: Academic Unit B 40-45 minutes

Test takers will answer comprehension questions and write a reply. This section includes:

- ✓ One reading passage with comprehension questions
- ✓ One listening passage with comprehension questions
- ✓ One writing question requiring a short response, using material from the reading passage or the listening passage.

CAEL CE Band Scores

After completing CAEL CE, test takers receive a score report that details individual English proficiency scores for the Speaking, Reading, Listening, and Writing components as well as an overall score. CAEL CE scores are reported on a scale from 10 to 90, with accompanying descriptors of what this performance represents. The overall score is calculated as an equally weighted average of the four component scores rounded to the nearest ten-point interval.

Accepted CAEL CE score range		CAEL CE Score	CAEL CE Band Descriptor
Accepted CAEL CE score range	[80–90	Expert: Demonstrates a high level of competence, accuracy, and effectiveness in academic/professional settings
		70	Adept: Uses generally accurate language in most settings; some limitations in flexibility are evident
		60	Advanced: Displays competence in academic or professional settings
		50	High Intermediate: Exhibits some competence in academic or professional settings; communication may break down in places
		40	Intermediate: Demonstrates some ability to comprehend and articulate complex ideas and arguments typical of academic or professional settings
		30	High Beginner: Expresses basic ideas about familiar topics in routine settings
		10–20	Low Beginner: Communicates with limited ability

CAEL Scholarships

\$10,000

Available in scholarships

Two CAEL scholarships are available for international students, \$5000 each, one to a student currently studying in Canada, and one to a student currently studying overseas. Visit cael.ca/scholarships to learn more, view the eligibility criteria, and the application deadlines.

Eligibility Requirements

Submitted the CAEL CE Test for admissions to a Canadian university or college as proof of English language proficiency	✓
Achieved a score of 70 or higher on CAEL CE	✓
Completed the essay submission	✓
Admitted or enrolled at a Canadian post-secondary institution	✓

Accepting Institutions

Acadia University
Ascenda School of Management
Alberta College of Art & Design
Alexander College
Algoma University
Algonquin College
Ambrose University
Ashton College
Assiniboine Community College
Athabasca University
Bishop's University
Bow Valley College
Brandon University
Brescia University College
Briercrest College and Seminary
Brighton College
British Columbia Institute of Technology
Brock University
Burman University
Campion College
Canadian Business College
Canadian College
Canadian College of Health Science and Technology
Canadian College of Naturopathic Medicine
Canadian Health Care Academy
Canadian Mennonite University
Canadore College
Cape Breton University
Capilano University
Carleton University
Carlton Trail College
Centennial College
Central Helicopter Training Academy
Coast Mountain College
College of New Caledonia
College of the Rockies
College of Veterinarians of Ontario
Columbia College
Concordia University
Concordia University of Edmonton
Conestoga College
Coquitlam College
Corpus Christi College
Crandall University
Cumberland College
Cypress College
Dalhousie University
Douglas College
Durham College
Eastern College
Emily Carr Institute of Art and Design
Fairleigh Dickinson University
Fanshawe College
First Nations University of Canada
Fleming College
Gateway College
George Brown College
Georgian College
Grandesca College
Great Lakes Helicopter Corp.
Great Plains College
Helicopters Canada – Flight Training School

Holland College
Horizon College & Seminary
Humber College
Huron at Western
IH Career College
Imperial Hotel Management College
Kemptville College
Keyano College
Keyin College
KLC College
Kwantlen Polytechnic University
Lakehead University
Lakeland College
Langara College
Laurentian University
Lethbridge College
Loyalist College
Luther College
MacEwan University
Makami College Inc.
Manitoba Institute of Trades and Technology
McGill University
McKenzie College School of Art & Design
McMaster University
Medicine Hat College
Memorial University of Newfoundland
Menno Simons College
Metropolitan Community College
Mohawk College
Mount Allison University
Mount Royal University
Mount Saint Vincent University
New Brunswick Community College
Niagara College
Nipissing University
NorQuest College
North Island College
North West College
Northern Alberta Institute of Technology
Northern Lakes College
Northern Lights College
Nova Scotia Community College
NSCAD University
OCAD University
Okanagan College
Olds College
Oulton College
Pacific Coast Community College
Pacific Coast University for Workplace Health Sciences
Parkland College
Pharma-Medical Science College of Canada
Portage College
Protege School
Queen's University
Red Deer College
Redeemer University
Renison University College
Rhodes Wellness College
Royal Roads University
Ryerson University
Saint Elizabeth Health Career Colleges
Saint Mary's University

Saint Paul University
Saskatchewan Polytechnic
Saskatoon Business College Ltd.
Sault College
Selkirk College
Seneca College of Applied Arts and Technology
Simon Fraser University
Southeast College
Southern Alberta Institute of Technology
St. Clair College
St. Francis Xavier University
St. Jerome's University
St. Lawrence College
St. Mary's University
St. Peter's College
St. Stephen's College
St. Thomas Flight Centre
St. Thomas More College
St. Thomas University
Stanford International College of Business and Technology
The King's University College
Thompson Rivers University
Trent University
Trinity Western University
triOS College
UBC Vantage College
University of Alberta
University of British Columbia
University of Calgary
University of Guelph
University of King's College
University of Lethbridge
University of Manitoba
University of New Brunswick
University of Northern British Columbia
University of Ontario Institute of Technology
University of Ottawa
University of Prince Edward Island
University of Regina
University of Saskatchewan
University of St. Michael's College
University of Sudbury
University of the Fraser Valley
University of Toronto
University of Victoria
University of Waterloo
University of Windsor
University of Winnipeg
Vancouver Community College
Vancouver Island University
Victoria University
Western Community College
Western University
Westminster College
Wholistic Health Training & Research Centre
Wilfrid Laurier University
York University
Yorkville University



Reminder!

Required CAEL scores are set by each institution. Be sure to check the admission requirements for each institution in advance.



About CELPIP

Why Choose CELPIP

The CELPIP Tests are Canada's leading English language proficiency tests. Since all components are completely computer-delivered in just one sitting, it offers a unique testing experience that requires no additional appointments. The computer-delivered Speaking component allows test takers to demonstrate their English proficiency without the possible confounding effects associated with human interaction, as used in other testing systems.

Test Features



Computer-delivered Test

Done in just one sitting and includes features such as a personal timer, word counter, and spell-check



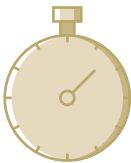
Quick Online Results

Available to test takers online in just 4 to 5 calendar days, with priority shipping available



Accessible Study Materials

Sample Tests, videos, online information sessions, and online preparation courses



Single Test Sitting

Taken in a single 3-hour sitting with no separate Speaking test



Single North American Accent

Easy-to-understand English and vocabulary taken from everyday situations



Online Identification System

Test taker identity verification system that allows you to directly validate identity and scores

Accepting Organizations

The CELPIP Tests are officially accepted by several governments, professional organizations, and employers. The CELPIP Tests currently prove English language proficiency for:

- Immigration, Refugees and Citizenship Canada (IRCC):
 - Permanent Resident Status
 - Canadian Citizenship
 - Canadian Experience Class (CEC)
 - Federal Skilled Trades Program (FSTP)
 - Federal Skilled Worker Program (FSWP)
 - Start-up Visa Program
 - Various Provincial Nominee Programs
- Alberta Human Services – Child Care Staff Certification
- Alberta Institute of Massage
- BC Health Care Assistant (HCA) Program
- Immigration Consultants of Canada Regulatory Council (ICCRC)
- NorQuest College ELP (English Language Proficiency)
- Real Estate Council of Alberta (RECA)
- Real Estate Council of British Columbia (RECBC)
- Saskatchewan Apprenticeship and Trade Certification Commission
- Saskatchewan Real Estate Commission (SREC)
- TLC-Edmonton Training for Foreign Caregivers

For a complete list of organizations that accept CELPIP scores, visit celPIP.ca.

CELPIP Test Format & Price

The CELPIP Test is available in two versions: the CELPIP-General Test and the CELPIP-General LS Test. The CELPIP-General Test has four components—Listening, Reading, Writing, and Speaking,—and the CELPIP-General LS Test has two components—Listening and Speaking.

The CELPIP Test is fully computer delivered, providing test takers the opportunity to complete all test components in one sitting with no additional appointments, interviews, or test sittings required. CELPIP Test Takers use a computer mouse and keyboard to complete Reading and Writing components of the test, and a computer microphone and headset to complete the Listening and Speaking components. Computerized tests offer test takers a quick and reliable testing experience.

CELPIP-General Test Format & Price

\$280
+ Taxes

Total test time is about 3 hours, and is done in one sitting. Test sittings are available every week in Canada and internationally, including evening and weekend sittings.

Listening

Listen to passages and answer questions

47–55 minutes

Reading

Read passages and answer questions

55–60 minutes

Writing

Respond to questions with written answers

53–60 minutes

Speaking

Reply to on-screen prompts verbally

15–20 minutes

CELPIP-General LS Test Format & Price



\$195
+ Taxes

Total test time is about 1 hour, and is done in one sitting. Test sittings are available every week in Canada, including evening and weekend sittings.

Listening

Listen to passages and answer questions

47–55 minutes

Speaking

Reply to on-screen prompts verbally

15–20 minutes

International test fees may vary. For a complete listing of upcoming test sittings and test fees, visit celPIP.ca.

CELPIP Components

Speaking

Number of Questions	Component Sections
1	Practice Task
1	Task 1: Giving Advice
1	Task 2: Talking about a Personal Experience
1	Task 3: Describing a Scene
1	Task 4: Making Predictions
1	Task 5: Comparing and Persuading
1	Task 6: Dealing with a Difficult Situation
1	Task 7: Expressing Opinions
1	Task 8: Describing an Unusual Situation

Speaking Tip

Use your own words to show the CELPIP Raters your full ability, rather than repeating the words in the prompt exactly. During your response, try not to repeat the same words too often, think of synonyms and paraphrases to express your ideas and demonstrate the range of your vocabulary.

Reading

Number of Questions	Component Sections
1	Practice Task
11	Part 1: Reading Correspondence
8	Part 2: Reading to Apply a Diagram
9	Part 3: Reading for Information
10	Part 4: Reading for Viewpoints

Reading Tip

On a regular basis, try to read as much as possible in English. Whether it's English magazines, online articles, or full novels, any English reading will help you improve your overall comfort and speed when reading.

Listening

Number of Questions	Component Sections
1	Practice Task
8	Part 1: Listening to Problem Solving
5	Part 2: Listening to a Daily Life Conversation
6	Part 3: Listening for Information
5	Part 4: Listening to a News Item
8	Part 5: Listening to a Discussion
6	Part 6: Listening to Viewpoints

Listening Tip

Each audio file can be heard only once, so you will need to listen very carefully to the recordings. Make sure that you read all the instructions so that you know when the recording will be starting and what you will need to do when the recording ends.

Writing

Number of Questions	Component Sections
1	Task 1: Writing an Email
1	Task 2: Responding to Survey Questions

Writing Tip

Use the first 5 minutes to plan your response to the prompt, and leave 5 to 7 minutes at the end to revise your work and make improvements. The rest of the time should be spent writing the response itself.

Study Tips

Manage your time: Each part of the CELPIP Test has a timer in the corner of your screen, so watch the clock! Make sure that you have enough time to complete all the questions in each part of the Listening Test.

Check your answers: Before moving on to the next question or section on the CELPIP Test, make sure that you have clicked on your answer choice. This is especially important on the parts of the test where there is no opportunity to go back and change your answer.

Practice using a computer: The CELPIP Test is fully computer-delivered, so ensuring that you are comfortable with a mouse and computer keyboard will help you on the CELPIP Test.

CELPIP Band Scores

Each component of the CELPIP-General Test and the CELPIP-General LS Test is given a CELPIP level. Below is a chart of each CELPIP level and its corresponding description. Since the CELPIP test scores have been calibrated against the Canadian Language Benchmark (CLB) levels, we have included the CLB level equivalencies for your information.

CELPIP Score	CLB Level	CELPIP Score Descriptor
12	12	Advanced proficiency in workplace and community contexts
11	11	Advanced proficiency in workplace and community contexts
10	10	Highly effective proficiency in workplace and community contexts
9	9	Effective proficiency in workplace and community contexts
8	8	Good proficiency in workplace and community contexts
7	7	Adequate proficiency in workplace and community contexts
6	6	Developing proficiency in workplace and community contexts
5	5	Acquiring proficiency in workplace and community contexts
4	4	Adequate proficiency for daily life activities
3	3	Some proficiency in limited contexts
M	0, 1, 2	Minimal proficiency or insufficient information to assess
NA	/	Not Administered: test taker did not receive this test component

How Test Takers Access Test Results

Test takers can easily access their CAEL CE results online. Test results are available in just 8 business days after the CAEL CE Test has been completed. For test takers applying to a number of institutions, CAEL CE results are sent directly to the institution, and test takers can select up to 5 institutions to receive their scores at no extra cost. With the CAEL CE Scores and Identity Verification System, institutions can directly verify test taker scores, ensuring the safe and accurate transmission of test taker scores to their institutions of choice.

CELPIP Test scores are available online through a CELPIP Account in 4–5 calendar days after a test date. Test takers will also be notified that their scores are ready via email, and can choose to receive SMS notifications about their scores as well. Test takers will receive two print copies of the Official CELPIP Score Report via registered mail



Account Dashboard

Test takers can sign into their accounts to see their results



Updates via Email

Test takers will receive test day confirmations and score results via email



Updates via SMS

Test takers can select to receive SMS updates when their CELPIP scores are available



Quick Online Results

CELPIP scores are available to test takers online in 4 – 5 calendar days.



Direct to Institutions

Test takers select the organizations that will receive CAEL CE scores during test registration

Contact Us

Visit cael.ca to learn more about Canada's leading academic English language test, or email info@cael.ca for more information.

Follow @CAELTest on social media

Visit celPIP.ca to learn more about Canada's leading English language proficiency test for immigration and professional certification, or email info@celPIP.ca for more information.

Follow @CELPIPTest on social media