

Exam Instructions for Students

Available on our website

Yes

No

1. You must not be **absent** for any exam. Students must come to the school clinic on the same day he/she gets sick to get permission for being absent, *otherwise he/she will get **zero** in the exam of that day.* **Any medical report from outside the school is unacceptable.**
2. You must wear full, proper school uniform for all exams; **otherwise the student must purchase the uniform item from the school store.**
3. Be on time. No extra time will be given to late comers.
4. Every student must have a fully equipped transparent pencil case (stationery). No borrowing is allowed.
5. **Students are allowed to bring books and copybooks to the exam room for study purposes before the exam time begins.**
6. Students whose exam may start after 8:00am should sit and study quietly so as not to disturb other classes.
7. Tipp-ex is not allowed.
8. Calculators or dictionaries are not allowed unless otherwise specified.
9. Chewing gum is not allowed inside and outside the exam room.
10. Before you begin answering your paper, check that there are no pages of the exam missing. Then write your full name and section.
11. **NEVER** move your desk and chair from their original positions.
12. You must remain at the same desk appointed for you throughout the exam period.
13. When you first get the exam paper, please read it thoroughly the first 5 minutes so that you may ask the **PROCTOR** questions regarding the unclear print **ONLY**. You may not call the teacher of that subject.
14. All examinations must be conducted in **ABSOLUTE SILENCE**.
15. Please limit both your questions and the number of times you ask the proctor to come to you.
16. Any form of communication **WHATSOEVER** is considered cheating.
17. Students caught cheating will be banned from taking the exam and will take a **ZERO** on that day.

Good Luck to All