

## **Exam Reminders**

\*This is not an exhaustive list but a set of key reminders to assist you.

### **Things to bring:**

- 1) **Candidates MUST bring their IC/Passport and Statement of Entry to every exam for verification purposes.**
- 2) Stationery in a clear transparent casing
- 3) Calculator (if permitted)/geometrical instruments
- 4) Transparent water bottle

### **Notice to Candidates:**

- 1) Candidates must remain under exam conditions and in the exam room until they are told otherwise by the invigilator.
- 2) Candidates need to report for examinations as below:
  - **For Oral Examinations, please report 45 minutes before your respective slot.**
  - **For the Written Examinations, arrive at least 1 hour before the start of each examination. Reporting times are as follows:**
    - **AM Session – before 8:00 am**
    - **PM Session – before 12:00 pm**
  - All Candidates MUST report at the above timings, even if your own exam is a few hours later. You must be quarantined away from electronic communications devices to avoid getting an advantage over other candidates around the world.
- 3) You must be on time for all examinations. If you are late, your work may not be accepted. If you arrive late for an examination, report to the invigilator running the examination. If you arrive after the examination has ended, you will normally not be allowed to take it. If you miss an examination without good reason, you will normally not be given a grade in the subject.
  - Acceptable Reasons for Late Arrivals
    - Sudden Illness
    - Accident en route to exam
    - Transportation difficulty beyond Candidate's control
  - Unacceptable Reasons for Late Arrivals
    - Misreading the timetable
    - Oversleeping
- 4) Candidates should be dressed in smart casual attire or in their school uniform. A jacket or sweater is encouraged. The following are allowed:
  - T-Shirt with sleeves
  - Pants/Jeans
  - Skirts (knee length or longer)
  - Shoes
- 5) You must not be involved in any dishonest practice before, during or after the exam.
- 6) You must not talk to or attempt to communicate with another candidate once you have entered the examination room.
- 7) Possession of unauthorized material is breaking the rules, even if you do not intend to use it. If a candidate is found to be in possession of such material, there will be a penalty and possible disqualification.

During the exam, candidates must not use:

- Red or green ink
- Correcting fluid or tape
- Highlighter pens on answer sheets, answer booklets or in the answer sections of combined question and answer booklets

**Unauthorized materials:**

- 1) Bags
- 2) Calculator cases, instruction leaflets or any instructions or formulae printed on the lid or cover of a calculator, or similar. Any cover or case that the candidate cannot remove must be securely covered
- 3) Non-transparent pencil cases
- 4) Any packaging with images or text on it (Food, drinks and even the paper casing from your eraser)
- 5) Computers & cameras of any sort
- 6) Electronic or radio communication devices
- 7) Mobile telephones & tablet computers
- 8) Smart watches or any watch capable of electronic storage or communication. Other watches can be worn at your discretion.
- 9) Any other electronic device that enables external communication or the storage and retrieval of data