



EXAM RULES & PROTOCOLS

Rules & Regulations...

- Be on time
- You **must not** take the following into the exam:
 - Notes
 - A mobile phone, any music playing device or a watch
- If you take a water bottle into the exam, it must be **see through** and have **no label** on it



Remember: possession of unauthorised material is breaking the rules, even if you do not intend to use it, you would be subject to a penalty and possible disqualification

If you have a phone or watch, please hand it in before your exam starts



- You **must not** become involved in any unfair or dishonest practice in any part of the exam
- Put your **hand up** and talk to the invigilator if you need anything or have any questions

Equipment...

- If you take a pencil case it must be **see through**
- **Do not use** tippex, erasable pens, highlighters or gel pens in your answers
- Ensure you have all your **own equipment** - it cannot be guaranteed that you will be able to borrow something



Behaviour...

- **Remain silent** as you enter the hall, throughout the duration of the exam, and until you are out of the hall again
- Do not try to communicate with each other, or disrupt other candidates
- Do not borrow anything from another candidate
- **Follow the instructions** from the invigilator
- Do not start writing until the invigilator tells you to
- Stop writing at the end of the exam, when the invigilator tells you to

