

Examination Rules and Regulations to all candidates

- 1) All candidates are advised to be outside the Examination Hall at least  $\frac{1}{2}$  hour before the examination commences.
- 2) Candidates will be allowed into the Examination hall/ room 20 minutes before the examination commences.
- 3) Candidates are not authorised to bring the following into the Examination hall/ room:  
a) Notes b) Books c) Bags d) Handphones e) any other personal belongings f) calculators with memory which can store answers to questions g) Dictionaries.
- 4) On commencement of the examination by the Invigilator, candidates must observe silence.
- 5) Any questions pertaining to the Examination Question paper by the candidates should be referred to the Invigilator.
- 6) Candidates should be seated in the Examination Hall/room according to their course /examination number
- 7) Any candidates suffering from an infectious or contagious disease must report to the Examinations Administrator at least 1 week before the Examination to make alternative arrangement if necessary.
- 8) All candidates must bring along the statement of Entry (Examination Docket) when taking the Examination.
- 9) Candidates are advised to collect their docket at least one(1) week before the examination period.
- 10) While the examination is in progress one candidate at a time will be allowed by the Invigilator to go to the toilet , for which they must sign out and in.
- 11) Candidates are not allowed to leave the Examination Hall/ Room in the first  $\frac{1}{2}$  hour after the Examination commences.
- 12) Candidates are not allowed to leave the Examination Hall/room in the last  $\frac{1}{2}$  hour of the Examination.
- 13) Any student found guilty of copying, cheating or plagiarism will face disciplinary action.