

Know the rules before you take your examinations

1. You **must** be on time for all your examinations and any required periods of supervision.
2. You **must** bring the equipment you need to the examination e.g. pens, pencils and rulers.
3. You **may** use a calculator unless you are told not to do so, but you **must not use the calculator function of another device**.
4. You **must not** become involved in any unfair or dishonest practice before, during or after the examination.
5. You **must not**:
 - Sit an examination in the name of another candidate.
 - Have unauthorised material, including electronic devices and mobile phones in the examination.
 - Have any equipment in the examination which might give you an unfair advantage.



1. Having unauthorised material in the examination is breaking the rules, even if you do not intend to use it. If you have any unauthorised material you may be penalised or disqualified.
2. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
3. You **must** follow the instructions of the invigilator.
4. If you are in any doubt speak to the invigilator.
5. You **must** leave the question paper, your answer book or answer paper, rough work and any other (used or unused) materials in the examination room.