

## **Rules to be Observed by Candidates at Examination Centre**

These are general rules to be observed by candidates at examination. Students are also required to observe the additional/specific rules prescribed by Divisions/Course teachers.

1. Bring to the examination hall the student identity card.
2. Take up the seat as assigned.
3. Place the student identity card on the desk for verification of identity by the invigilators during the examination.
4. Do not carry any unauthorized articles on the person or place them on the examination desk; only stationery, papers distributed at the examination hall and articles permitted by the teachers concerned may be placed on the desk.
5. Do not smear or disfigure the cover of answer books with marks.
6. Do not communicate or attempt to communicate improperly with other candidates, and do not copy from unauthorized materials or from work of another candidate during an examination session.
7. Ask questions concerning the examination papers during the first 30 minutes of the examination session.
8. Those who arrive more than 30 minutes late shall not be permitted to take the examination.
9. Do not leave the examination hall during the first 30 minutes and the last 15 minutes of the examination.
10. Do not leave the examination hall without permission.
11. "Pens-down" instruction must be strictly followed and scripts handed in on time.

A candidate who violates any of the above rules shall be disciplined in accordance with the nature and gravity of the offence.