



MOCK EXAMINATION RULES AND REGULATIONS

YEARS 11 AND 13

1. Students must strictly observe the reporting times. Students who are late (except for a medical and/or valid emergency) will not be given extra time. Please note that the reporting time in the morning is 7:00 A.M.
2. **NO WRIST WATCHES ALLOWED AT ALL!!!** (This includes both smart watches and regular digital / analogue wrist watches as well). **NO ELECTRONIC DEVICES OF ANY SORT.** (Except a calculator) Any Bluetooth device found with a student during an exam will be considered as malpractice and will lead to disqualification.
3. Calculators **MUST NOT HAVE COVERS.**
4. Only **BLACK BALL POINT PENS** must be used.
5. Students must ensure that they have ample supply of their own stationery to include Black ball point pens, pencils (only for drawing), erasers, geometry equipment to include 30 cm rulers, protractors, compass, calculators (without covers), tracing paper (for Maths).
6. Cancellations of rough work or wrong answers must be made by cutting across them neatly with a **single line.**
7. The following are **STRICTLY PROHIBITED**: Correcting pens, correcting fluid or tape, erasable pens or blotting paper, highlighters or gel pens.
8. Students must not borrow or communicate in any way with, ask for help from or give help to another candidate while in the examination hall.

9. Students should raise their hands to attract an invigilator's attention.
10. If the fire alarm sounds, please remain seated and wait for instructions from the invigilator.
11. Only clear transparent plastic pouches or packets for stationery.
12. **STUDENTS MUST CARRY THEIR STATEMENT OF ENTRY FOR EVERY SINGLE EXAMINATION.** This will be checked before the start of each examination.
13. Water bottles must be transparent without any labels on it. Please remove the brand label if you are using commercial water bottles.
14. **FLASKS ARE NOT ALLOWED.**
15. Please note that any form of malpractice during the exams will lead to disqualification.
16. Face masks have to kept on for the entire duration of the exams.
17. If any student has any flu-like symptoms, they must send an email to Ms. Pinto on l.pinto-smchs@smgeducation.org cc to the class teacher, stay at home and go for a PCR test. Please email the PCR test result to doctor and Ms. Pinto.
18. Students must be in proper school uniform. If you wish to wear a pull over / jacket inside the examination hall, please note that only the SCHOOL HOODIE or THE SCHOOL BRANDED VARSITY JACKET will be allowed. However, during an exam, hoodies must not cover the ears or head.

