



RULES GUIDING EXAMINATIONS

1. All examinations will be conducted in designated halls and within the stipulated periods as shown in the time table only.
2. Students are to be at the venue of the examination at least thirty (30) minutes before the commencement of the examination and also seated in the hall at least fifteen (15) minutes before the start of the paper.
3. Students are to be properly checked before they enter the hall, therefore, no student is allowed to bring any unauthorized bags, phones, books, journals, sheets of paper, equipment, clothes, etc. into the hall.
4. No Student will be allowed to enter the examination hall without examination clearance card/permission.
5. Students are not allowed to communicate with one another during examination in any form, either verbally, through gestures or in any other form of body language.
6. All students will be provided with question papers and necessary materials for the examination. Students are not allowed or assisted to exchange or borrow any material whatsoever during the examination.
7. No student is allowed to go out of the hall within the first thirty (30) minutes of the commencement of the examination.
8. Students who report in the halls after thirty (30) minutes of commencement of examination would not be allowed to write the examination.
9. Students who seek permission to go to the toilet during an examination, would be accompanied by a staff.
10. Students who have completed their examination should submit the answer scripts and any rough sheet(s) to the Chief Invigilator/Invigilator(s).
11. Students must sign the attendance list during the examination and after submitting their scripts.
12. Students are not to write anything on the question paper except where corrections to questions are pronounced by an invigilator.
13. Any case of suspected examination misconduct will be documented on a prescribed form. The student(s) involved shall complete the form before they can continue with the examination, after which disciplinary committee will investigate further into such action. Failure of the student to do so may result in his/her expulsion from the examination hall.