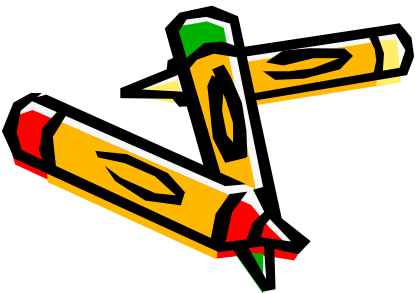
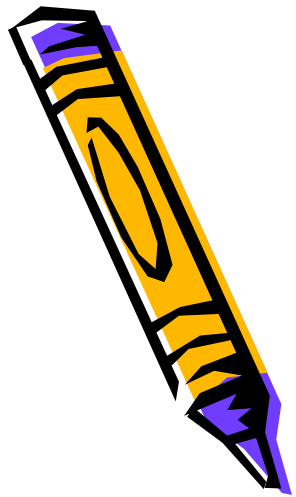


2023

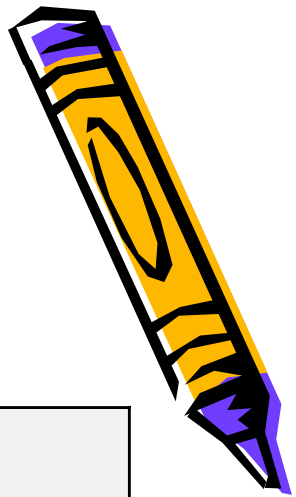
EXAMINATION BRIEFING



EXAM DATES & VENUES



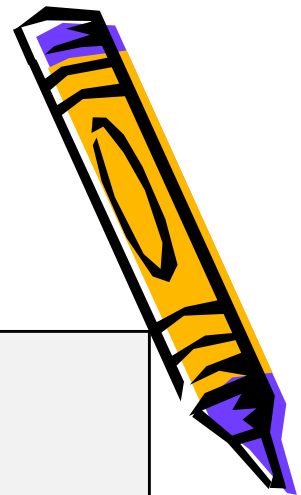
Exam Dates



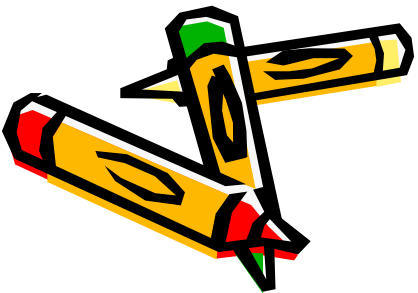
| Date | Remarks |
|----------------------|--|
| 2-6, 9-12 October | EL Listening Comprehension Exam on 12 October: Sec 1-Sec 2: Report to school by 7.25am Sec 3: Report to school by 10.30am |



Exam Venues

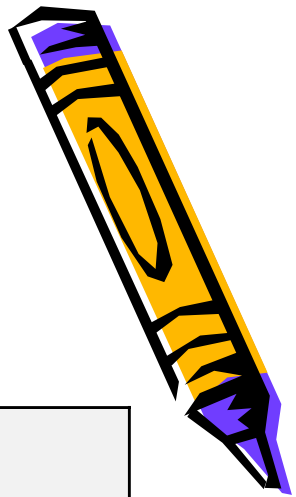


| Level | Venue |
|------------------|-------------------------|
| All classes | In their own classrooms |
| Upper Sec AA* | D4-03 |
| Lower Sec AA* | D5-03 |

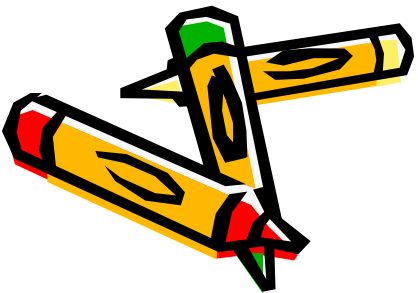


*Students with extra time will report to their respective exam venues after morning assembly

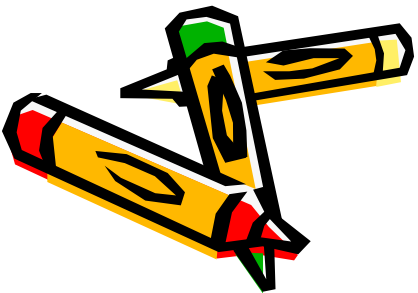
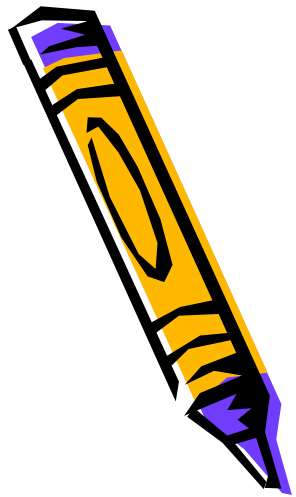
Marking Day



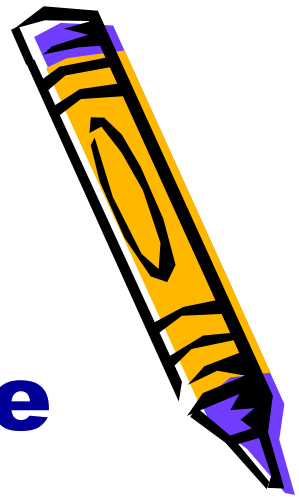
| Date | Remarks |
|------------|--|
| 13 October | Students do not need to report to school |



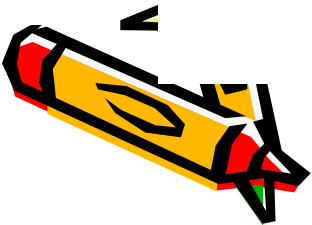
SEATING ARRANGEMENT



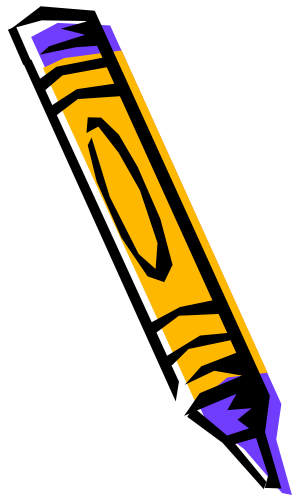
Classroom



- **According to class size, single rows, spaced 1m apart.**
- **Form teacher(s) will arrange seating according to index numbers.**
- **Exam seating arrangement to be done by 29 September.**

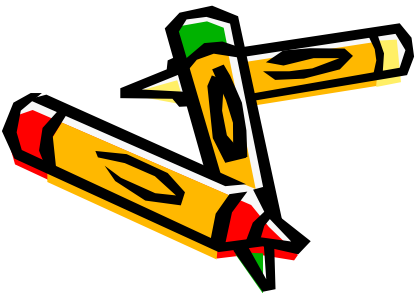


ON THE EVE OF EXAM





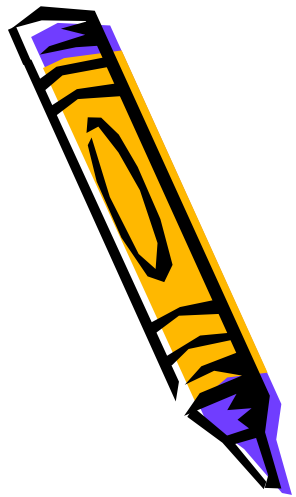
- **Form Teacher(s) and class chairperson(s) are to ensure that the tables and chairs are arranged according to the exam seating plan.**
- **Ensure that the classroom is clean.**





- **All notices on the notice boards are to be **taken down** or **covered up**.**
- **Ensure that the clock in the classroom is **functioning accurately**.**
- **Clear all books under the desk.**

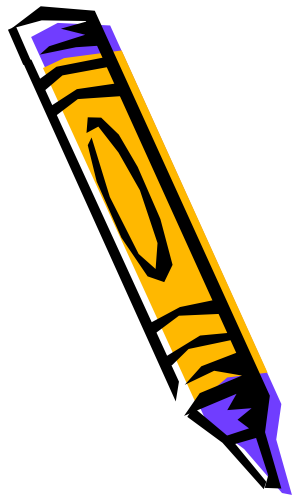




RULES AND REGULATIONS FOR EXAM

(AS STATED IN THE STUDENT
DIGITAL HANDBOOK)





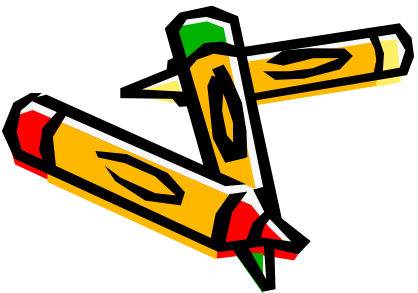
- **All students are to be in approved school attire and must comply with all school rules.**
- **Students are expected to attend the flag-raising ceremony.**



- All students must be **punctual** and are to report at the exam venue **15 minutes** before the commencement of each paper.
- Students are **advised** to go to the toilet before the **start** of each paper (otherwise you may have to **wait**, due to manpower issues).



- **The duration of the exam paper will be strictly followed.**
- **No extra time will be given to latecomers.**
- **In the unlikely event of late-coming due to MRT breakdown, inform your Form Teacher immediately.**



Students are **NOT allowed to bring into the examination hall / room any unauthorized materials, electronic or communication devices or computerized aids capable of storing, displaying and/or transmitting visual and verbal information.**



For E.g.

- **Mobile phone**
- **Smart watch**
- **Smart glasses**
- **Earphones**
- **Camera**
- **Tablet**
- **Pocket PC**
- **eBook etc.**





- **When the use of dictionary is permitted for an exam, students must ensure that only approved dictionaries are used.**
- **Bilingual dictionaries are NOT allowed.**





- **Dictionaries must be free from notes and annotations (e.g. any writings or drawings or highlights).**
- **Students are NOT allowed to use ear-piece or headphones when using E-Dictionary.**





- **When the use of calculator is permitted for an exam, students must ensure that only **approved calculators** are used.**
- **Calculator covers are to be placed on the floor.**





- **Students must have their own stationery.**
- **Borrowing is NOT allowed.**
- **Students must NOT use FriXion erasable ink pen.**





- **Ensure that transparent or translucent ziplock bag/ plastic bag/ pencil case is used to store stationery (content should be visible).**





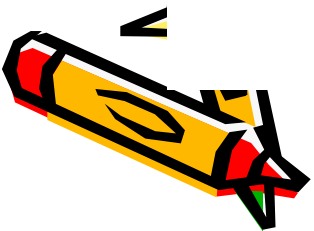


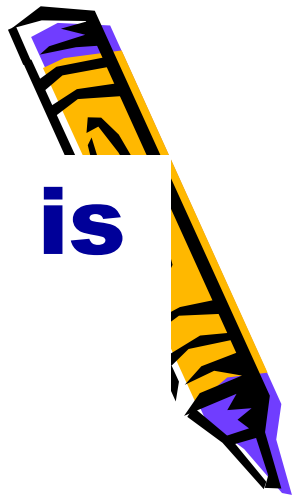


- **VERBAL communication is NOT allowed during the examination.**

This includes:

- **No talking before exam begins, e.g. when paper is being given out.**
- **No talking during exam, e.g. when answer scripts are being collected.**

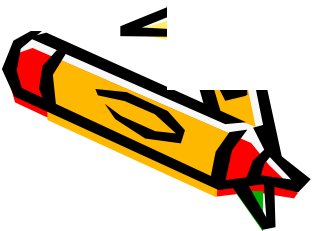




- **NON-VERBAL communication is also NOT allowed during the examination.**

This includes:

- **Passing message or information to another student.**
- **Hand gestures to pass information to another student.**





- **You should always face front and not attempt to look around during the examination to avoid any misunderstanding of dishonesty act.**



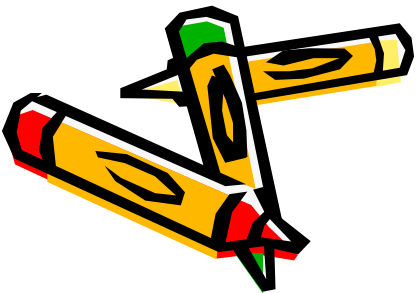


- **You must NOT exhibit improper conduct and misbehaviour during the examination.**
- **For e.g. misbehavior like disturb other students or disobey instructions from exam personnel.**





- **During the examination, check that you have received the question paper of the correct subject code, stream (SBB) and syllabus.**
- **Check that the exam paper(s) has the correct “number of pages” printed.**





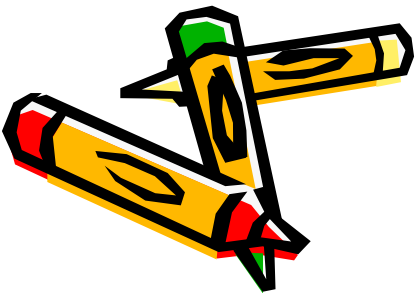
- **Raise your hand,**
- if the **wrong** question paper has been issued to you.
- if any page(s) of the exam paper is **not** clearly printed.

DO NOT ask your friends.





- **Do not flip open or turn over the question paper until you are instructed to do so.**
- **You must stop writing when announcement is made to end the examination.**





- **All students are NOT allowed to leave the examination venue before the end of each paper.**



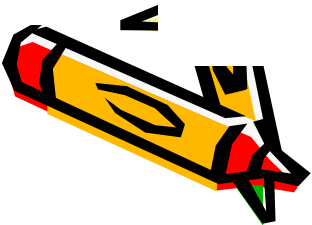
If you fail to comply with the above-mentioned exam rules, or commit any acts of dishonesty, you may face possible penalty:

- Grade penalty and/or**
- Change in conduct grade and/or**
- Record as Discipline Offence.**



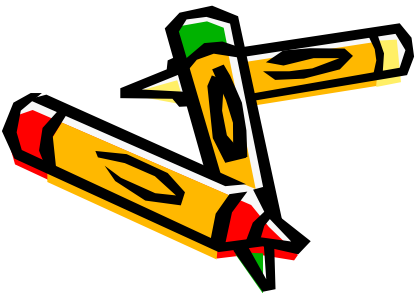


- **All students are to leave the examination venue **quietly** at the end of each paper.**
- **Students are only allowed to return to the classrooms **15 minutes** before the start of the next paper.**
- **Students are advised to **bring along any study materials** with them as they go for their break.**

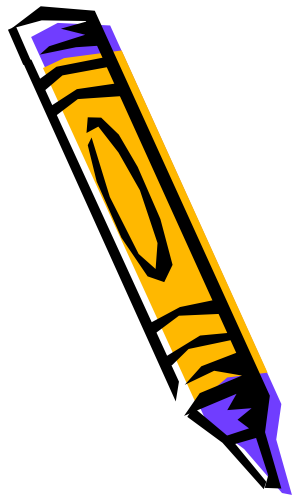




- **Students are advised to go to the toilet before they go back to class after their break.**



ABSENCE ON DAY OF EXAM





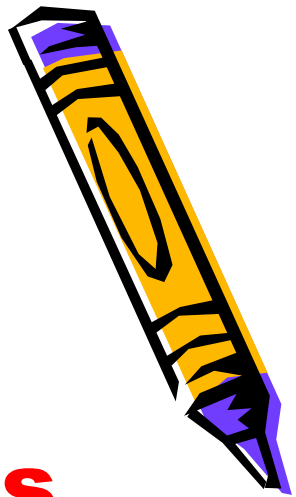
- **All students must produce a **medical certificate** if they are absent for any paper.**
- **If **no** medical certificate is submitted, students would get a **zero mark** for that paper.**



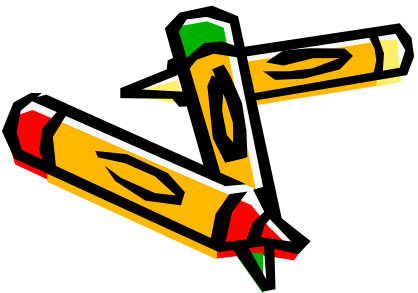
**Students with chicken pox /
HFMD or similar conditions must
get the doctor to certify that they
are fit for school before coming
back.**



Students with flu-like symptoms or unwell should see a doctor to get a medical certificate and not report to school.



FAQ



What time can I go home?

You can go home after your last paper of the day. You are not encouraged to linger in school. (May not apply to some papers. If unsure, check with your FTs.)



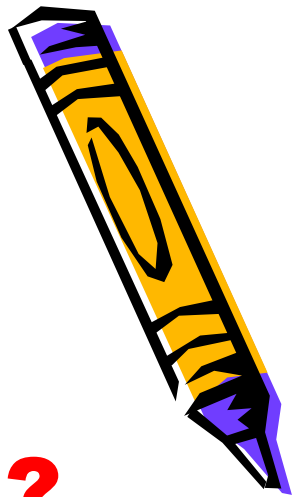
Can I leave the school in-between papers?

No. You can only leave the school after your last paper of the day.



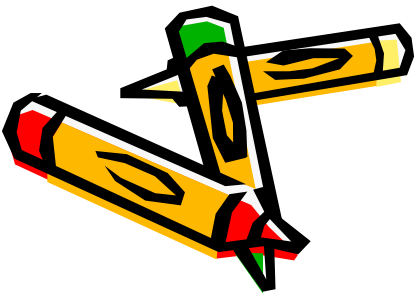
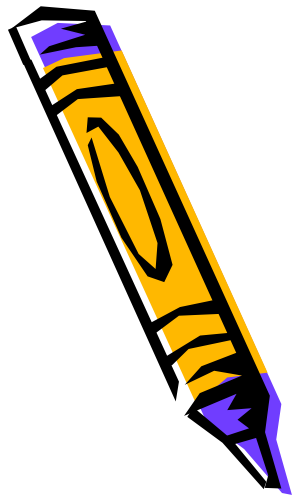
What if my exam starts on the second session on certain days?

You do not need to come for flag-raising ceremony. Turn up at least 30 minutes before your paper(s).



What if I do not have exam on certain days? (only applies to upper secondary students)

If the papers on certain days do not apply to you then you do not need to come to school. Stay at home to revise.





Thank You

