

Exam Guidelines

- If you are late to your exam, you will not be allowed to enter the exam room until reading time has finished. No extra time will be given to late students
- You **MUST NOT** talk to other students once you have entered the exam room
- You **MUST NOT** take mobile phones or any other electrical devices including iPads, iPods, smart watches or electronic dictionaries into the exam room
- You **MUST NOT** take any written notes into the exam room – unless allowed by your lecturer
- You **MUST NOT** have any written notes in your possession or on your hands
- You **MUST NOT** take any food or drinks into the exam room *(only water is allowed in a clear plastic bottle with no label)
- You **MUST** arrive at the exam room 15 minutes before the start of your exam
- You **MUST** bring your JCUB student ID card to all exams
- You **MUST** switch off your mobile phone and any other electrical devices including iPads, iPods, smart watches or electronic dictionaries and leave it in your bag at the side of the room
- You **MUST** bring pens, pencils, rubbers and calculators (if needed) to your exam