



Rules and Instructions to Candidates Year 12 Trial HSC Examinations



- Be in attendance at least 10 minutes before the start of an examination. Music exams will be held in M1 (Theory) and M3 (Prac) book session times with Mr Key. All other Examinations will be held in the PAC other than if noted on timetable. Japanese exams will be held in 126, see Mrs Pirie for details.
- Students who have been approved with Special Provisions will need to see Mrs Chopping for the location of your examinations.
- Take only the equipment, books or notes, specified for a subject into the exam venue. You may bring a bottle of water to have on your desk.
- Mobile phones are to be switched off and left in your bag. If a phone is seen you must give it to the supervising teachers who will place it on the table at the front of the examination venue.
- You only attend school during the exam period when you have a scheduled examination, you are welcome to study in the Library during the exam period.
- Enter the examination venue only with the permission of the supervising Teacher-In-Charge.
- Entry will not be permitted 30 minutes after the start of an exam. Latecomers will finish at the designated examination time and the usual consequences for lateness will apply.
- You are expected to use your time wisely and are advised to use all the examination time. You are not permitted to leave the examination until the stated end time.
- You begin the examination only after being instructed by the supervising teacher-in-charge.
- Speaking or making any other form of contact with a person other than a supervising teacher while in the examination room is not allowed (This is deemed as academic misconduct).
- Behaving in a way likely to disturb the work of any other candidate or upset the conduct of the examination is not allowed.
- Wear full school uniform.
- If you are unable to sit an examination due to illness or misadventure documentation must be provided. This may include a doctor's certificate and an 'Assessment task affected by illness/misadventure or other cause' form which is in the back of the HSC assessment booklet or available from Ms Small
- You must see Mr Routh to change an examination, this will only be done if you have a completed form from Ms Small