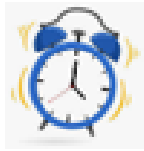


Student Exam Check List

BRING ID WITH YOU

Must be visible on your desk



Aim to arrive at college 15 minutes prior to an exam **AT THE LATEST**. It is much better to leave yourself safety margin on timings in case of problems with the journey.



You should bring pens and any other writing equipment needed to your exams. Only clear pencil cases are allowed on your desk, any others should be left in your bag. You must **only use BLACK pens**, and not gel pens, and pencils



In an exam where you have the use of a calculator, you need to **bring one with you**. This should not have a calculator cover nor should the calculator be programmable.



When taking exams, **bags and coats must be left at the back of the room**. The College is not responsible for these items. If you are concerned about the loss or damage to your property, you are advised to not bring it with you to your exam.



All mobile phones MUST BE SWITCHED OFF. They must be placed in a bag at the back of the room or handed in. Under no circumstances can they remain in your pocket.



You should not have any Bluetooth, internet, Smart or digital devices in your possession. This includes items such as earbuds, watches, glasses and tablets.



Any watches must be placed in your bag or handed in. They can't be worn.



There is absolutely no talking or communication allowed between students once you enter the exam hall. If you have any questions, you should raise your hand once seated and an invigilator will come to you.



Please dress sensibly for the exam. The temperature in the exam room can fluctuate enormously during the time. Make sure that you are comfortable and that you have dressed in layers that can be put on or taken off.



No food allowed in the exam hall. (If you have a special requirement – please see the Examinations Officer before the exam starts – this includes cough/throat sweets etc.)



Water bottles are allowed in the exam room if necessary. These must be **see-through/clear bottles** with a spill-proof cap. There **MUST** be no label or writing on the bottle.