

- You are required to be in the exam room 5 minutes before the exam commences.
- All Mobile devices should be switched off before the exam commences.
- Students are required to stay in the exam for the first half hour of the exam.
- Students should use the bathroom before the exam commences.
- All Bags, Jackets and course material should be left at the front of the room before the exam commences.
- Students must sign the exam register.
- All students should place their college id card on the top left corner of the desk.
- Students who are half an hour late or more and wish to enter the exam will be referred to the office – they will be accommodated to sit their exam in another room.
- During the exam, you must not communicate with any other candidate.
- You must obey the directions of the superintendent in all matters relating to the exam.
- Students who fail to attend an exam will be afforded an opportunity to repeat in September, providing they meet the 80% attendance requirement. A fee of €50 applies.
- Please note – if a student wishes to leave the hall to use the bathroom please note the time of departure and time of return on the exam paper.