

Cambridge Exams Student Instructions

Please familiarise yourself with the information on this sheet.

1. Documentation required to enter the exam

When attending an examination, you must have your:

- Cambridge Statement of Entry form
- Student ID card, Passport or Driver's Licence

Both these items will be checked by the supervisors and must be kept on your desk for the duration of the examination.

2. Security of Documentation

It is imperative that you keep your Statement of Entry of ID card in a safe place until the October/November exam session begins. However, if you **lose your entry slip** or ID card, replacements can be collected from the Student Academic Centre at no cost **up to the day of the exam itself**. You are encouraged to check the whereabouts of these pieces of documentation in a timely manner well before your first exam.

3. Timekeeping

You must be outside your examination room (in most cases, the **Hall, B Block, Pavillion or O block** - however your Exam Timetable provides details for any exceptions), in correct uniform, at least **30 minutes prior** to your examination's scheduled start time.

4. General Stationery

ALL students must have the following:

- a see-through plastic bag as a pencil case
- at least 3 black or dark blue pens (red, green or light blue are not allowed)
- an HB pencil
- pencil sharpener
- an eraser

Science

- 300mm ruler
- protractor
- set square
- compass
- calculator (without cover, instructions or formulae)
- may use coloured pencils

Economics

- calculator (without cover, instructions or formulae)
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Mathematics

- 300mm ruler
- protractor
- compass
- geometrical instruments

5. Items Prohibited from the Cambridge Examinations

You may **NOT** bring the following in to the examination:

- correction fluid
- dictionaries (either traditional OR electronic)
- cell phones (turn them off and place them in your bag before entering the room – I recommend that you do not bring them to school for the exams)
- watches of any kind
- coloured water bottles (MUST be clear/transparent eg a Pump bottle, with all labels removed)

Calculators with any of the following facilities are prohibited:

- graphic display
- data banks
- dictionaries
- language translators
- retrieval or manipulation of text or formulae
- QWERTY keyboards
- built in symbolic algebraic manipulations
- symbolic differentiation or integration
- capability of remote communications with any other machine

6. Final Points For All Students:

1. You may **NOT** take the question paper with you when you leave the examination.
 2. Unless otherwise stated exams start at either **9am** or **1pm**. Please be at the venue at least **30 minutes prior to the start of the exam**. During the exams the College is in full session. I encourage you to use the College Facilities, Library, study rooms to prepare for your examination, however I expect the day to day running of the College to be respected at all times.
 3. You **must not talk** or communicate with other students once you enter the exam room.
 4. Full St Peter's school uniform **must** be worn at all examinations.
 5. In addition to Cambridge International Rules, SPC Exam Rules also apply.
 6. You need to ensure that you have been to the toilet before entering the exam venue. You will not be allowed to go to the toilet upon entering the examination room, e.g. Hall and Pavilion especially. There is no toilet break the first 45 minutes nor the last 30 minutes of an examination.
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