WHEN AND WHERE:
- The exams will begin in Week 7, over a 4-day period: Tuesday 9th to Friday 12th June.
- The principal venue for Stage 1 Examinations is H201-H203, unless stated otherwise.

HOW DO YOU PREPARE:
- Allocate time during the days preceding the exams specifically for revision of each of the examinable subjects.
- Ask your teacher(s) about what subject matter will be examined and the particular requirements for the examination i.e. use of calculator, note sheets etc.

WHAT TO BRING TO THE EXAMS:
- Bring the appropriate equipment for the subject (at least 2 pens, sharp pencils, ruler, eraser, calculator, etc.). Only transparent pencil cases will be allowed to be taken to the examination desks.
- Dictionary – you will need to provide an appropriate dictionary to access during an examination. Place the dictionary on your desk at the start of the examination. The Invigilator may check the dictionary during the reading time for the examination. Please note that dictionaries with additional content such as a thesaurus, geographical maps, etc. are not permitted.
- If required, bottled water and tissues may be brought to the examination.

RULES AND EXPECTATIONS:
1. All students will be in correct school uniform for all exams.
2. It is recommended that you arrive to the examination room at least 10 minutes early to avoid missing the start of your exam.
3. Enter the exam room quietly and await the teacher’s instructions.
4. Students will not be permitted to leave the examination room after the start of the exam. Ensure that you have all your equipment prior to entering the room. You will not be allowed to ask another student for the loan of equipment during an exam.
5. Mobile phones should be turned off and, along with all other electronic devices, pencil cases, calculator covers etc., should be left in school bags (which should be left in student lockers during the exam).
6. During the reading time you may:
   - read the questions
   - write notes only on the scribble paper provided
   - plan how you will approach the exam by considering the order you will answer the questions, how much time you will devote to each question etc.
   - Calculators cannot be used during the reading time
7. Do not disturb others at any time during the examination. Silent conditions will be strictly enforced.
8. If you miss an examination for any reason, the College should be informed at the earliest possible time, giving a reason for the absence. A parent note or medical certificate will be required to support the non-attendance, and should be forwarded to Mr Karcher.

GOOD LUCK!