

**SPECIAL NOTE:** DOORS WILL BE OPEN 15 MINUTES BEFORE EXAM

(1) - STUDENTS NEED: I.D. CARD

TO BE IN UNIFORM, **NO UNIFORM WILL EQUAL NO EXAM!**

TO BE PUNCTUAL \*\* (EXAM WILL NOT BE EXTENDED FOR ANY LATE ARRIVAL)

**(If student arrive 30 minutes after exam has started she/he will not be allowed to write exam.)**

(2) - **JUSTIFIABLE REASONS FOR MISSING AN EXAMINATION:**

ALL JUSTIFIABLE REASONS MUST BE ACCOMPANIED BY AN OFFICIAL CERTIFICATE. (DOCTOR, LAWYER, POLICE, SOCIAL WORKER, ETC). THE CERTIFICATE MUST BE HANDED IN **NO LATER THAN 2 DAYS** AFTER THE WRITING DATE OF THE EXAM.

(3) - **PLEASE NOTE THE FOLLOWING:**

FOR A TWO (2) HOURS EXAM, STUDENT WILL NOT BE ALLOWED TO LEAVE BEFORE 1½ HOURS HAVE PASSED.

PLEASE ENCOURAGE YOUR SON/DAUGHTER TO BRING A BOOK TO READ TO THE EXAM, SHOULD THEY COMPLETE THE EXAM BEFORE THE ALLOWED TIME.

(4) - TEXTBOOKS ARE TO BE RETURNED TO SCHOOL DAY OF EXAM, COLLECTION WILL TAKEN PLACE IN THE AGORA BEFORE EXAM.

(5) - ON DAYS WHERE STUDENTS HAVE 2 EXAMS ON THE SAME DAY, THEY ARE TO BRING A LUNCH AS THEY WILL NOT BE ALLOWED TO LEAVE THE SCHOOL GROUND. **NO CAFETERIA SERVICES.**

(6) - **DICTIONARIES ARE MANDATORY UNLESS SPECIFIED BY SUBJECT TEACHER.**