

Information for candidates – Entrance Test

This document has been written to help you. Read it carefully and follow the instructions.

If there is anything you do not understand, ask your teacher before the test starts.

- 1 Timing: it's up to your parents to make themselves known to a member of staff if you arrive late
- 2 You **must not** take into the test room:
 - a) notes;
 - b) potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player or similar device, a smartwatch or a wrist watch which has a data storage device.
- 3 If you wear a wristwatch the teacher will ask you to remove it and place it on your desk. Please check that any alarms are switched off !
- 4 Do your best and follow all instructions. If you break the rules, you could get 0.
- 5 Only take into the test room the 2 pencils, eraser and ruler that you need for the test. If you have anything else (e.g. phone) you will need to leave this with the teacher at the front of your test room. If you have a clear water bottle, then you may place this under your desk.
- 6 Focus on your own test - do not talk to or try to communicate with or disturb anyone else once you are in the exam room.
- 7 You **must** write clearly and in pencil.
- 8 You may not use a calculator/dictionary/spell checker/thesaurus.
- 9 Always listen to the teacher's instructions and follow these at all times.
- 10 Tell the teacher at once if you think you have not been given the right question paper or materials or the question paper is incomplete.
- 11 Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
- 12 Put your name/number on any extra paper you use.
- 13 Do your rough work on extra paper. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use for rough work.
- 14 If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the school / teacher as soon as possible.
- 15 Put up your hand during the exam if:
 - a) You have a problem and are in doubt about what you should do;
 - b) You do not feel well;
 - c) You need more paper.
- 16 If you cannot answer a question for any reason, move on quickly to the next question.
- 17 You should not ask for, and will not be given, any explanation of the questions.
- 18 Leave everything apart from your pencils/rubber/ruler/water in the exam room.

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