

**Rules for in the exam room – mock exams 2020-21**

1. **Proof of Identity**

All students will be asked to produce proof of identity, which includes a photograph, e.g. passport, bus pass or student card: You will **NOT** be allowed into the examination room to sit your exam without ID.

1. **Examination Location**

The exams are held in the building where your subjects are situated:

Pendle – Humanities, Social Sciences, Business, Languages

Calder – Maths, Science, Computer Science

Boulsworth – Media studies

Arrive at the building / corridor in plenty of time and you will be directed to the appropriate room.

1. **Arrival**

All morning examinations are scheduled for a 9.00 am start and afternoon sessions will commence at 1.00 pm unless otherwise notified. **IT IS IMPORTANT THAT YOU ARRIVE AT THE EXAMINATION VENUE IN PLENTY OF TIME TO ENSURE A PROMPT START.**

1. **Stationery**

Students are required to provide black pens and, where needed/permitted, pencils, rulers, rubbers, compasses, set squares and calculators. You do not need to bring paper as college will supply answer booklets.

You must not take into the examination room any unauthorised materials.

1. **Personal Belongings**

All coats, bags etc., must be put in the assigned location at the back of the examination venue. Please note that the College can not be held responsible for personal belongings.

1. **Drink Bottles**

Please make sure that all labelling on the drink bottle has been removed prior to sitting at your desk.

1. **Please note you are not allowed to take mobile phones, iPods, smart watches and other electronic devices into the exam venue. The exam boards impose heavy penalties if they are in your possession or proximity during your exam.**

Good luck in your exams!

Please contact your personal tutor if you have any questions