



海星天主教中学

HAI SING CATHOLIC SCHOOL

15 Pasir Ris Street 21, Singapore 518969 • Tel: 6582 7864 • Fax: 6582 2543

RULES AND REGULATIONS FOR SCHOOL-BASED ASSESSMENT

It is mandatory for students to be familiar and comply with all rules and regulations for school-based assessment. Students sitting for the school-based assessment are deemed to have read and understood the rules and regulations.

Students must

1. obey all instructions from the invigilator.
2. not have in their possession any unauthorised materials or any unauthorised electronic, communication, smart or computerised devices within the assessment premises. All stationery / belongings taken into the assessment venue (e.g. pencil case, calculator(s), mathematical set, ruler) must not have any unauthorised notes / information written on them. All unauthorised materials or devices found in their possession will be deemed as an attempt to cheat.
3. only bring approved calculators and dictionaries into the assessment venue for assessments which allow the use of calculators and dictionaries. Any non-compliance will be considered as a breach of the assessment regulations, and they may be penalised.
4. not commit or attempt any acts of dishonesty or support such acts. For example, writing information / notes on any part(s) of their body, taking the assessment on someone else's behalf, using unauthorised devices, or giving answers to or obtaining answers from another candidate.
5. not communicate or attempt to communicate with other student(s) / unauthorised person(s) during the assessment, or during any other occasions when communication is strictly prohibited. All forms of communication with other students will be construed as cheating.
6. use black/dark blue pen for writing. The use of correction fluid or correction tape on the scripts is not permitted.
7. not write or draw anything that is offensive or obscene in their answers. They will be liable for disciplinary actions if they deface their answer scripts or write offensive remarks in it.
8. raise their hand to get the attention of the invigilator should there be a need for clarifications.
9. not leave the assessment venue unescorted or without permission from the invigilator.
10. not flip open or turn over the question paper until they are instructed to do so.
11. stop writing/working on their answers and close the answer booklet (if applicable) immediately when the invigilator makes the announcement to end the assessment.





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They are to remain seated quietly while their answer scripts are being collected and counted.

12. not remove any assessment material(s) and stationery without permission. These includes: any answer booklet(s), writing paper(s), storage device(s) and other used or unused assessment stationery from the assessment venue.
13. keep the assessment room clean and tidy – before, during and after each assessment for the day.

Students caught cheating or attempting to cheat will be liable for disciplinary action and will be given a 'zero' mark for the Paper/s.

