



MUTIARA INTERNATIONAL GRAMMAR SCHOOL SDN BHD

(391277-M)

DISCOVERING POTENTIAL • LEARNING TO CARE • RESPECTING DIFFERENCES

18th December 2018

MIGS/ADM/SS/PS/2018-0023

Dear Parents and Guardians,

MOCK EXAMINATION ACADEMIC YEAR 2018-2019

We would like to inform you that the year 11 students would be sitting for the Mock Examination dated 14th – 28th January 2019.

EXAM REGULATIONS

MIGS has implemented a very precise set of requirements for our mock examinations. A copy of the examination regulations has already been given to your son/daughter as an essential reference. May I stress the importance of knowing, understanding and applying these rules must be adhered during the mock examination.

EQUIPMENT

Students must make sure they have all the correct equipment including spares for all examinations. All items of equipment, pens, pencils, mathematical instruments, etc. should be visible to the invigilators at all times. They must either use a transparent pencil case or clear plastic bag. They are allowed to bring in a bottle of water only and the label must be removed from the bottle. Pens should be black ink or ballpoint. No correction pens are allowed.

For mathematics and science examination, students should make sure their calculators conform to the examination regulations. If in doubt, check with your teacher. Remove any covers or instructions and place them under the chair during the examination and make sure batteries are new.

PHONES & OTHER ELECTRONIC EQUIPMENT

Students are not allowed to bring any electronic equipment into the examination room, the school's advice is students must leave their mobile phone/MP3 players etc at home as they will not be allowed to take them into the examination room. Anyone found in the possession of a mobile phone during the examination will be reported to the Examination Board and may be disqualified from that examination and any subsequent exams. The school takes no responsibility for equipment brought on site.

DRESS CODE DURING THE EXAMS

Full school uniform must be worn at all times. PE attire is permitted on Tuesday, Wednesday and Thursday only.

Yours faithfully,



MR STEPHEN WEST
Principal

SCHOOL EXAM RULES & INSTRUCTIONS FOR STUDENTS

Before the Commencement of the Examination

1. Remove all books and scraps of papers from the desks and classroom (check under the table-top covers and class notice board). Unauthorised materials are not allowed.
2. Students sitting for the examination must adhere to the school rules with regards to attire, hairstyle and accessories.
3. First paper for each day will begin punctually at 7:45 am.
4. All bags and files are to be placed neatly in the front of the classroom or side of the hall.
5. All students are to be in their seats 10 minutes before the commencement of the examination.
6. Students are to check their pockets to ensure that there are no scraps of papers, notes and books in their possession.
7. Electronic gadgets and communication devices such as hand phones are not allowed. Only non-programmable calculators and approved dictionaries are allowed for certain papers.
8. No extra time will be given to the latecomers. Students who report 30 minutes after the paper has started will not be allowed to sit for the paper.
9. There should be absolute silence before the question papers are distributed and during the collection of the papers.
10. Read the instructions carefully immediately upon receiving the question papers.
11. Students are to ensure they have been given the correct subject papers.

DURING THE EXAMINATION

After the Examination

1. At the end of each paper, remain quiet and ensure that all scripts are handed to the invigilator.
2. No student is allowed to take any writing paper, used or unused, out of the examination room.
3. Ensure that the examination room is clean before you leave the examination room.
4. No one is allowed to leave the examination room before the end of the period allotted for the paper.