

EXAMINATION RULES AND INSTRUCTIONS TO CANDIDATES

Candidates shall **observe the following rules and instructions for the examinations**. Breach of any of the examination rules and instructions will render a candidate liable for disqualification from the examination. If you are unwell, please seek medical help and do not visit the examination venue unless certified safe by a medical doctor.

Admission to Examination

1. You may enter the examination room fifteen (15) minutes before commencement time of the examination.
2. You will not be allowed into the examination room if more than one (1) hour has elapsed from the start of the examination.

Items to Bring for Examination

3. Identity card/passport with the same identification number as stated in your application form submitted to PEB. To update PEB should there be any changes to the Identity/passport number. PEB reserves the right not to allow you to sit for the examination if the number of your identity card/passport is not the same as stated in your application form submitted to PEB.
4. Only calculators included in the 'List of Approved Calculators for Examination' will be allowed.
5. Only hard-copy reference materials, books, and notes will be allowed.
6. All necessary stationery, including **2B pencils (only pencil for FEE Part 1 multiple choice questions)**, eraser, pens, ruler and staplers to staple answer booklets together if more than 1 booklet is used.
7. Spare approved calculator and/or additional batteries for your calculator.
8. You are responsible for the safekeeping of all your personal belongings. PEB will not be responsible for the loss or damage of any belongings in or outside the examination room.

Items not Allowed in the Examination Room

9. Any audio and/or communication devices, including but not limited to radios, iPods and MP3 players, etc.
10. Any device having a QWERTY keypad, keyboard or has similar functions, including but not limited to laptops, palmtop computers, iPads, PDAs, tablets, etc.
11. Any such devices found in possession or in use during course of the examination may be confiscated from the candidate and retained till the end of the examination.
12. No food shall be consumed in the examination room.

At the Start of Examination

13. You are advised to arrive early to refer to the seating arrangement displayed outside the examination room.
14. Place your identity card/passport with the same identification number as stated in your application form submitted to PEB at the top right-hand corner of your desk for verification of your identity.
15. Switch off your mobile phone and place it in your bag at all times.

16. **Do not** turn over the question paper until instructed to do so.
17. Read the instructions on the question paper and answer booklet carefully.
18. Do not write your name on any examination materials. You are to write your identification number in the space provided on the cover of each answer booklet.
19. You are not allowed to leave the examination room within the first one (1) hour from start of the examination.

During the Examination

20. You are not to communicate with other candidates or copy another's work.
21. You shall not leave your assigned seat without permission from the Invigilator.
22. Raise your hand if you wish to communicate with an Invigilator. The Invigilator will not answer any queries on the interpretation of the examination questions.

Answering Examination Questions

23. Do not copy out examination question(s). Any materials found to contain copied questions from the question paper will be confiscated.
24. Do **not** tear/remove any pages from the **question and answer booklet**.
25. All workings are to be done on the blank pages of the answer booklet.
26. For **Part 1** of the paper to take note of the following:
 - (a) **Only 2B Pencil** is allowed
 - (b) To use a darker lead and shade the answer in full
 - (c) To shade full seat number e.g C999
 - (d) To shade full identity number e.g S1234567H, A9874561,
 - (e) For any correction to use an eraser, no crossing or correction tape allowed
27. For **Part 2** of the paper **only pen** is allowed. **No pencil is to be used in Part 2.**
28. If you require extra working sheet / answer booklets, you may request for 1 booklet at a time. Extra working sheet / answer booklets will not be given out in advance.

At the End of Examination

29. You will not be allowed to leave the examination room during the final fifteen (15) minutes of the examination unless with permission from the Invigilator.
30. You are to stop all writing once the Chief Invigilator announces the end of examination.
31. Answer booklets are to be tied tightly together using the treasury tag's given to you should there be more than 1 answer booklet.
32. While the question papers and answer booklets are being collected, you are to:
 - (a) remain seated and not communicate with other candidates;
 - (b) return any unused or void answer booklets to the Invigilator;
33. You are to check and ensure that no personal belongings are left behind.