



28 August 2024

Ref: BBSS24-478

Dear Parent/Guardian

**2024 End-of-Year Examination (EYE) Timetable**  
**Secondary 3 Normal (Technical)**

Date / Day	Time	Subject	Duration	Venue
<b>24/09/2024</b> (Tue)	0820-0940	EL P1 (NT)	1h 20m	CP3
	1040-1200	EL P2 (NT)	1h 20m	Maths Learning Centre
	0820-1010	EL P1 (NA)	1h 50m	Dance Studio
	1110-1300	EL P2 (NA)	1h 50m	
<b>25/09/2024</b> (Wed)	0820-0850	BCL/BML/BTL P1 (NT)	30m	Maths Learning Centre
	0950-1030	BCL/BML/BTL P2 (NT)	40m	
	0820-1020	CL/ML P1 (NA)	2h	Dance Studio
	1120-1250	CL/ML P2 (NA)	1h 30m	
<b>26/09/2024</b> (Thu)	0820-0920	EL P3 (NT) (Listening)	1h	Maths Learning Centre
	1020-1120	CPA P1 (Theory)	1h	
<b>27/09/2024</b> (Fri)	0820-0920	Science P2 (NT)	1h	Maths Learning Centre
	0820-0935	Science (Chem) (NA)	1h 15m	Dance Studio
<b>30/09/2024</b> (Mon)	0820-0950	Maths P1 (NT)	1h 30m	Maths Learning Centre
<b>01/10/2024</b> (Tue)	0820-0950	CPA P2 (Practical)	1h 30m	CP1 and CP2
	1110-1225	Sc (Phy) (NA)	1hr 15m	Dance Studio
<b>02/10/2024</b> (Wed)	0820-0950	Maths P2 (NT)	1h 30m	Maths Learning Centre
	1105-1205	EL P3 (NA) Listening	1h	3A1 CR
<b>03/10/2024</b> (Thu)	0820-0920	Science P1 (NT)	1h	CP3
<b>04/10/2024</b> (Fri)	0820-0920	DT P1	1h	Maths Learning Centre
	0820-0950	EBS P1	1h 30m	

Notes:

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- 1) Students are to be seated at their assigned desks at least 10 minutes before the commencement of the examination.
- 2) Students will be dismissed from school after the end of their last paper.
- 3) Subject-Based Banding (SBB) students are to report to the respective venues for their higher-level papers after the morning assembly.
- 4) Students do not need to report to school on days when they have no scheduled papers.
- 5) Students need not report to school on 7 and 8 October (Marking days).
- 6) Normal lessons resume on 9 October (Wed).

## **EXAMINATION RULES AND REGULATIONS**

- 1 **You must be properly attired in full school uniform**, including socks and shoes. Your hair must be of an appropriate length and neat.
- 2 All bags are to be placed at the front or back of the examination room as instructed by the invigilator.
- 3 **You must not have in your possession:**
  - Any unauthorised electronic, communication, entertainment or gaming devices capable of capturing, storing, displaying and/or transmitting or receiving visual, audio or verbal information within the examination premises (e.g. Examination Room, Quarantine Room, Waiting Room). Examples of prohibited items include (but not limited to) mobile phones, cameras, tablets, earphone/earpiece (wired or wireless) and smart wrist watches/glasses. Pen with image capturing capabilities.
  - Any unauthorised reference materials or notes. All stationery/belongings taken into the examination venue (e.g. pencil cases, calculator cover, cover for ruler) must not have any unauthorised notes/information written on them. You must also ensure you do not have any information or notes written on any parts of your body (e.g. hands and thighs).
- 4 **You must not commit or attempt any acts of dishonesty**, or the support of such acts (e.g. taking the exam on someone else's behalf, using unauthorised devices to gain an advantage, copying of answers). **Cheating is a serious disciplinary offence.**
- 5 **You must not communicate or attempt to communicate** with any other candidate/person inside or outside the examination venue during the examination or any other occasion when communication is strictly prohibited (e.g. during group movement to the quarantine area).
- 6 **You must not turn around and should also only face the front** during the examination.
- 7 **You must not write any offensive or obscene materials** in your answer script.
- 8 **You must not exhibit improper conduct or misbehaviour** during the examination. For example, disrupting other candidates, leaving examination area without approval or unescorted, not obeying instructions from invigilator.
- 9 **You must not leave** the examination room/hall, quarantine and holding room without permission from the invigilator.
- 10 **You must not continue to write** after the invigilator has made the announcement to stop writing.

### **Instructions for Sitting the Examinations**

## Reporting time

- 11 You are required to report to your examination venue in school uniform **at least 15 minutes before the start of the examination**. You have to be seated at your assigned desk **at least 10 minutes before the start of the examination**.
- 12 **Latecomers will have to follow the usual school procedure for late-coming before they proceed to the examination venue.**
- 13 You will not be given any make-up time if you report late for examination.

## During examination

- 14 You are required to bring your stationery items in a transparent pencil case or a ziplock bag (transparent plastic bags) during examinations and tests. No other pencil cases are allowed.
- 15 You must not open the question and answer booklets or start reading and writing unless you are told to do so by the invigilator.
- 16 You should use 2B pencils for shading of the Multiple Choice Answer Sheet.
- 17 You should write on both sides of the writing paper unless otherwise specified in the examination instructions.
- 18 You must write the question numbers clearly (including the alpha character, if any) on the left margin of the writing paper. No answers should be written on the left and right margins of the writing paper.
- 19 You are required to write on every line of the writing paper unless otherwise specified in the examination instructions. You should leave two lines between the answers to consecutive questions or consecutive parts of a question only when specified in the examination instructions.
- 20 You should avoid using correction tape or fluid on the answer script or writing paper as it may affect the legibility of the answers.
- 21 You are advised to read the questions carefully and write your answers legibly in dark black or blue ink. Pens/pencils of other colours may be used for maps and diagrams only.
- 22 You are required to bring your own writing materials, mathematical instruments such as calculator, set squares, compass, protractor and ruler, as these will not be supplied. Only SEAB-approved models of calculators can be brought into the examination room.
- 23 You are to ensure that the calculator is in working condition (including the power supply) and any fault in the calculator will not be considered as justification for special consideration.
- 24 You are not allowed to share your dictionary/calculator with or borrow dictionary/calculator from other candidates during the examination.
- 25 Your e-dictionary must be silent and battery operated. Ear-pieces / headphones are not permitted in the examination venue. You should ensure that a replacement set of batteries is available. No allowance will be made should your e-dictionary fail to function during the examination.
- 26 You are advised to maintain good time management. You should not spend too much time on a few questions and leave no time for others. You are expected to remain in the examination room/hall for the whole duration of the paper.

- 27 All answer scripts should be tied together at the top left hand corner with the string provided. If writing paper is used, these should be arranged in the numerical sequence of the questions, with the smallest number on top.
- 28 You should remain seated at your respective desks while your answers scripts are being collected.
- 29 You must not remove any examination material and stationery without permission. These can include:
- Any answer booklet, writing paper, storage devices and other used or unused exam stationery from the examination venue.
  - Any coursework material/artefact from the examination centre without seeking prior approval from exam personnel.
- 30 You will not be allowed to go to the toilet during the examination unless it is an urgent case. You may be asked to empty your pockets upon returning to the examination venue.
- 31 **If you are absent during the examination, you must produce a valid medical certificate immediately when you return to school. Letters from parents and medical certificates issued by Traditional Chinese Medicine (TCM) practitioners will not be accepted. If you are absent for the examination without a valid reason, you will be awarded a 0 mark for that paper.**
- 32 **If you fail to comply with any of the abovementioned rules and regulations or any other additional instructions issued by examination personnel for any specific examination paper or subject, you would be deemed to have breached the examination rules and regulations. As a result, you may:**
- **Be awarded zero mark for the paper;**
  - **Be expelled from the examination premise;**
  - **Be refused entry for subsequent papers.**

Internal Examination Committee  
BBSS

*Adapted from:*

[https://www.seab.gov.sg/docs/default-source/schoolexamrulesregulations/gcenoa\\_level\\_school\\_candidates\\_rules\\_and\\_regulations.pdf](https://www.seab.gov.sg/docs/default-source/schoolexamrulesregulations/gcenoa_level_school_candidates_rules_and_regulations.pdf)

*(This letter has been approved electronically and posted on Parents Gateway. No signature is required.)*