Reminder & Additional Working Hours for Exam Permit Card Collection
To: All IT Students
From: Godefroid MUGISHA, Minister of Information and Security
Date: May 8, 2025

Dear IT Students,

This is an important reminder regarding the collection of Exam Permit Cards and exam conduct. Please take this seriously.

As announced during the General Assembly held on April 30, 2025, here is a summary of the key points:

1. Deadline for Exam Permit Cards
The deadline has been extended to **today** by the end of working hours. You have had a full week to collect your exam permit cards. **Today is the final day**—please make sure to collect yours **before offices close**.

2. Exam Time & Entry Rules

- Arrive **at least 15 minutes** before the exam starts.

- Exams will begin promptly at **9:00 AM**.

- **No student will be allowed to enter after this time.**

- You must bring the following:

    o Exam Permit Card

    o Registration Form

    o Student ID Card

3. Student ID Cards
If you lost or never received your student ID card:

- Send an application to **aucacardstudent@gmail.com** with:

  - Full Name

  - Student ID

  - Faculty & Department

  - Valid Passport Photo

  - Program

If you already applied but haven't picked it up, go to **Office 209** to collect it.

If your card is lost, **reapply** and **pay 3,000 RWF** at the **Finance Office**.

Always check your **email inbox** for a response after submitting your application.

4. Examination Integrity
Any student found **forging documents** (e.g., registration forms) or attempting to **cheat** using smartwatches, phones, or other methods will face **strict disciplinary action**.
There will be **zero tolerance** for dishonesty during exams.

Please take this announcement seriously and act accordingly. Let us all uphold integrity and discipline during this examination period.

Thank you.

Godefroid MUGISHA
Minister of Information and Security