



Rules for undertaking SACE Board assessments under direct supervision - Tests and Exams

Any infringement of the following conditions is considered a breach of the rules.

You must not, during an assessment, including a test or an exam:

- have in your possession any book or notes (apart from the materials permitted for that test, assignment, or examination), or any other means that would improperly help you in your work;
- for **written** examinations, have in your possession **ANY** electronic device (including mobile phones, tablets, smart watches, electronic dictionaries, MP3 players and other media storage devices) apart from calculators (where permitted);
- for **electronic** examinations, have in your possession **ANY** electronic device (including device chargers, mobile phones, tablets, smart watches, electronic dictionaries, MP3 players and other media storage devices) apart from your school approved laptop
- directly or indirectly help any other student;
- permit any other student to copy from or otherwise use your papers or device;
- directly or indirectly accept help from any other student;
- use any other student's papers or device;
- by any other improper means whatever, obtain or try to obtain, directly or indirectly, help in your work, or help or try to help, directly or indirectly, any other student;
- collude with another student to take your place in an assessment (e.g. an examination);
- be guilty of any breach of good order or propriety.

BREACH OF RULES

An infringement of any of the rules or conditions listed above is a breach of the rules, and penalties may apply. Your marks for an assessment task, an assessment component, or a subject may be cancelled or amended, as determined by the SACE Board. If you are in breach of the rules in an external examination, you will have your marks for the examination cancelled or amended, and be liable to such further penalty, whether by exclusion from future examinations or otherwise, as the SACE Board determines.

In the Exam Room

- Opaque pencil cases will not be permitted. Bring pens, pencils in a clear plastic zip lock bag if necessary.
- Mobile phones and other electronic storage devices are not permitted on your person or in your possession. These must be **turned off** and left in the bag room.
- Calculators may only be used in the following subjects:
 - Any Mathematics subject, Accounting, Biology, Chemistry, Physics and Psychology
- Calculators need to be approved and will have their memory cleared in all of the above subjects EXCEPT for Mathematics subjects.
- Calculator covers are not permitted in the exam room.
- Notes are permitted in Mathematics exams – confirm the requirements with your teacher.
- Electronic dictionaries are not permitted. Approved bi-lingual dictionaries may be used, but must be presented for inspection.

- You **will not** be permitted to enter the exam venue if more than 30 minutes late. You **will not** be able to leave the exam prior to the finishing time.
- As soon as the exam time starts, you may read, highlight, and annotate texts: type, write in, mark, or highlight your scriptbooks or question booklets: write on the coloured scribbling paper provided; make notes; respond to questions; and use a calculator.
- You **may** bring transparent water bottles in and if needed a small quantity quiet food eg soft lollies/fruit in a zip lock bag. Water bottles or food must not be noisy or disruptive.
- Use blue or black pen in exams except for drawings or writing in script in language exams (eg Chinese, Japanese, Korean, Sinhala) where you should use a HB pencil.
- DO NOT use an erasable pen in the answer booklets
- A magnifying glass is permitted
- Bring spare pencils, pens and batteries for your calculator.
- You are **not** to bring wallets, pencil cases, calculator covers, hats, noisy jewellery/watches, car keys or glasses cases or any other prohibited materials into the examination room.