

KWUN TONG GOVERNMENT SECONDARY SCHOOL
EXAMINATION INSTRUCTIONS TO STUDENTS

1. Students should proceed directly to the examination centres allocated to them.
2. Students should note carefully their examination centres as shown in the List of Examination Centres. They should sit according to the seating plan.
3. Students should arrive at the examination centre at least 15 minutes before the session is due to begin.
4. No books or papers of any kind would be allowed to be placed on, under or inside the examination desks. Purses and valuable belongings should be put under the chairs.
5. Good discipline and absolute honesty should be observed by every student. Cheating during the examination or the going-over examination paper sessions will lead to disqualification and disciplinary action.
6. Students should make sure that they receive the correct paper with ALL questions clearly printed. If in doubt, they should inform the teachers immediately.
7. Care must be taken in numbering the answers exactly as required so that they correspond to the questions.
8. It is the students' responsibility to hand in the required answer sheets, answer books and supplementary answer sheets if any at the end of the examination session. Late submission of such materials will NOT be accepted and NO marks will be awarded for the paper/work in question.
9. Students must exercise economy in their use of paper. All lines should be written on and both sides of the page should be used. They should leave a space of two lines between the end of a question and the beginning of the next.
10. S1 to S3 students are not allowed to leave the examination centres until the end of the examination. S4 to S6 students are not allowed to leave the examination centre during the first 30 minutes and the last 15 minutes of an examination. Those who wish to leave early must first seek the approval from the teachers. They must not loiter in the corridors, but should proceed quietly and quickly to the covered playground and keep quiet while any examination is still in progress. In the case of MC question sessions, no student would be allowed to leave early.
11. Students absent from an examination because of sickness must produce a proper medical certificate on their return to school for the consideration of assessment marks to be given.
12. During the examination period, classes having no examination need not attend school.
13. In case of adverse weather conditions prevailing over an examination period, students should pay close attention to special announcements made through the mass media. If the Education Bureau announces the closure of schools owing to tropical cyclones, torrential rain, flooding, etc., the examination on that day will be postponed to the day when school is resumed and the rest of the Examination Timetable will be adjusted accordingly.