



Koorringal High School

HSC Trial Exam Expectations & Requirements

Preparation

- Check exam timetable, make sure you are aware of when you have an exam.
- Arrive 15 minutes prior to the commencement of the exam.
- Have your KHS student ID card with you and know where your student ID number is on the card.
- Ensure that you have no prohibited items on your person during the exam (programmable calculators, smart watches, telephones etc).
- All items required for the exam must be contained inside a clear, see through container (zip lock bag, plastic sleeve etc).

Entry to Exam Room

- Gather outside the exam room.
- Have all the materials you require for the exam in your hand.
- Enter the room when your name is called, this will be in alphabetical order.
- Once you enter the exam room, you must be silent.
- All bags will be placed at the back of the room as you enter.

Exam Commencement

- Place your student ID card at the top right-hand corner of your desk.
- All other items required for the exam required should be placed on your desk (pens, ruler, calculator etc). You WILL NOT need to provide paper; this will be supplied for you.
- You must remain silent for the duration of the exam; this includes whilst the exam papers are being collected.
- All students will remain in the exam room until the examination time is up.

Illness/Misadventure

- If you are ill or something unexpected happens on the day of your exam, then you MUST follow the assessment guidelines. This means that you (or a parent/carer on your behalf) need to make contact with the school office to explain the situation. You then need to negotiate an alternate time to sit the exam (if appropriate) with a DP. Failure to follow this process may result in you being awarded a zero (0) mark for the exam missed.

Attendance

- If you have returned your signed permission note, then you only need to attend school in the sessions you have an exam. If your note is not returned, then you will be required to be in attendance at school during the entire exam period.