

EXAMINATION REGULATIONS

1. **STUDENT MUST BRING THIS PRINTED EXAMINATION SLIP** to the examination venue together with his/her valid Student ID Card, or an Authorization Slip from Examination Unit with a fine of RM20 per day;
2. **NO MOBILE PHONE AND /OR ANY ELECTRONIC DEVICES** are permitted into the examination venue. However, should you have brought in your mobile phone into the examination venue, you are required to **switch it off and place it under the table**. Students found in possession of mobile phones during the examinations are considered to have breached the examination rules and regulations, and shall be liable to proceedings and disciplinary action as may be specified by the college.
3. **CHEATING IN EXAMINATION IS A SERIOUS OFFENCE. DO NOT** bring in notes/unauthorized material into the examination venue. Students found in possession of notes/unauthorized material at their desks or during the examinations are considered to have breached the examination rules and regulations, and shall be liable to proceedings and disciplinary action as may be specified by the college.
4. Invigilators have the authority to disallow any candidates from entering the examination venue if found to be inappropriately dressed, i.e. wearing shorts, slippers, singlet/spaghetti straps and eye-provoking clothing or any other clothes which are disallowed by the college.
5. **STUDENTS MUST PRESENT AT THE EXAMINATION VENUE 30 MINUTES BEFORE THE EXAMINATION COMMENCE.** Student who arrived 30 minutes after shall not be allowed to sit for the examination. Students who missed the examination(s) with invalid or unacceptable reasons shall not be entitled for Special Examination.
6. Students are required to inform the Examination and Scheduling Unit within 24 hours should they are unable to attend the final examination and submit a Medical Certificate issued by the doctor from a recognized hospital or clinic within 3 days from the date of the missed examination.
7. **ISSUANCE OF FAKE MC** – Please be reminded that the issuance of the forged MC is a serious offence under the College Students' Disciplinary Rules and Malaysian Law.
8. Students must observe and obey all instructions given by invigilators in the conduct of examination.