

## YEAR 12 SEMESTER ONE EXAMINATION TIMETABLE - 2022

Sessions /Dates	Session starting at 08:50	Session starting at 13:20
Mon 30/5	12English ATAR exam MLC6 08:50 - 12:00 12Literature ATAR exam MLC9 08:50 - 12:00	
Tue 31/5	12Physics ATAR exam MLC6 08:50 - 12:00 12Psychology ATAR exam MLC6 08:50 - 12:00	
Wed 1/6		12Outdoor Education ATAR exam MLC6 13:20 - 16:30 12Media Production and Analysis ATAR exam  MLC6 13:20 - 16:00 12Economics ATAR exam MLC6 13:20 - 16:30
Thu 2/6	12Religion and Life ATAR exam MLC6 08:50 - 12:00	12Physical Education Studies ATAR exam MLC6 13:20 - 16:00
Fri 3/6	12Politics and Law ATAR exam MLC6 08:50 - 12:00	12Geography ATAR exam MLC6 13:20 - 16:30
Sat 4/6		
Sun 5/6		
Mon 6/6		
Tue 7/6	12Mathematics Applications ATAR exam MLC6 08:50 - 11:35 12Mathematics Specialist ATAR exam MLC6 08:50 - 11:35	
Wed 8/6	12Engineering Studies ATAR exam MLC6 08:50 - 12:00 12Modern History ATAR exam MLC6 08:50 - 12:00	12Human Biology ATAR exam MLC6 13:20 - 16:30 12Biology ATAR exam MLC6 13:20 - 16:30
Thu 9/6	12Children, Family and the Community ATAR exam  MLC6 08:50 - 12:00 12Mathematics Methods ATAR exam MLC9 08:50 - 11:35	
Fri 10/6	12Visual Arts ATAR exam MLC6 08:50 - 11:30 12Design ATAR exam MLC6 08:50 - 11:30 12Chemistry ATAR exam MLC6 08:50 - 12:00	12Music Contemporary ATAR exam MA 10 13:20 - 16:00
Sat 11/6		
Sun 12/6		
Mon 13/6	12Applied Information Technology ATAR exam MLC6 08:50 - 12:00 12Japanese: Second Language ATAR exam MLC6 08:50 - 11:30 12Dance ATAR exam MA 10 08:50 - 11:30 12French: Second Language ATAR exam MA 8 08:50 - 11:30 12Drama ATAR exam MLC6 08:50 - 11:30	12Marine and Maritime Studies ATAR exam MLC6 13:20 - 16:30

## EXAMINATION RULES AND REGULATIONS

- 1. UNIFORM:** Students must wear the correct College Winter Uniform to be eligible to sit examinations.
- 2. LEAVING THE EXAMINATION:** Students are not permitted to leave the examination room early unless ill.
- 3. SEATING:** Most examinations will be held in MLC 6 and MLC 7. Students will be advised of any changes in advance. Students are allocated a specific seat for each examination. Failure to sit in this allocated seat is a breach of Examination Rules and Regulations and may result in a mark of zero for the examination. A seating plan will be displayed outside the examination room prior to the examination. Students receive an individualised examination slip prior to the commencement of examinations which provides each student with their SCSA number and the dates, times, and venue for each of their examinations. Students must bring this individualised examination slip with them to each examination. Students with special conditions will complete their examinations in MLC 4.
- 4. COMMENCEMENT OF THE EXAMINATION:** Students will be asked to enter the examination room **15 minutes** before the start of the examination as supervisors are required to go through a set procedure which takes approximately 15 minutes. Morning examinations commence at 8:50am and most afternoon examinations commence at 1:20pm. Students must not speak once in the examination room unless they are asking a question to the supervisor.
- 5. LATENESS:** Students will not be admitted into the examination room after the expiration of half an hour from the scheduled commencement time for the examination. No extra time will be provided for students who arrive to the examination late. If a student is more than 30 minutes late for an examination due to extenuating circumstances they should contact the relevant ADP or Mr Cicchini.
- 6. MATERIALS:** Students must know the materials they are required to bring with them to the examination, including the specific calculator permitted. All materials for the examination must be either loose or in clear plastic (no pencil cases are allowed). If the examination permits notes these must **not** be folded or have any fold marks on the paper. A student who brings any other unauthorised items with them into an examination is in breach of the Examination Rules and Regulations and will be subject to serious penalties imposed by the College Examination Breaches Committee. No food may be taken into the examination room. Water is permitted but must be in a clear bottle that is not labelled.
- 7. SUPERVISORS:** Some examinations will be supervised by external employees or volunteers. Students must always interact with these supervisors in a respectful manner.
- 8. COLLEGE GROUNDS:** Students who are present on College grounds during the examination period must be attired in full College uniform and must sign in at PCC. Students must have a specific purpose for attending school or have made an appointment to meet with a teacher.
- 9. MISSING AN EXAMINATION:** Students who miss an examination or misread their examination timetable will not be permitted to sit a late examination and will receive a mark of zero for that examination. Students who miss an examination due to a legitimate reason such as illness (or emergency) must contact their ADP (Mrs Collins - Year 11 or Mr Budas - Year 12) or Mr Cicchini prior to the commencement of the examination. In the event of illness, parent(s) must provide the College with either a Medical Certificate or proof of a positive RAT. The College is currently reviewing how an examination mark will be calculated for students who miss an examination. Students and parents will be informed of this decision prior to the commencement of examinations.
- 10. COMPLETING AN EXAMINATION WHEN SICK:** A student must make a judgement of whether they are in a fit condition to complete an examination in conjunction with their parents and/or a medical practitioner. If a student is visibly ill and disrupting other students, they may be asked to leave the examination room. Once a decision has been made, the student must accept whatever mark they achieve for the examination. Illness cannot be considered once an examination has been completed.
- 11. UNFAIR ADVANTAGE:** Students are not permitted to take any action to gain an unfair advantage. Any breach of Examination Rules and Regulations will be treated seriously and are investigated by the College Examination Breaches Committee consisting of the Deputy Principal - Curriculum, the Assistant Deputy Principal, the College Psychologist and any other staff member considered relevant to the situation. Students deemed to have broken the Examination Rules and Regulations will receive a penalty, such as a loss of marks or a mark of zero, depending on the circumstances. It is the responsibility of students to ensure that they do not have any unauthorised notes or other items of a non-personal nature in the examination room. If a student has any unauthorised material with them, they are required to hand this material to the supervisor before commencing the examination. If a student communicates to others or attempts to gain an unfair advantage by taking unauthorised notes into the examination room whilst completing the examination, the supervisor will approach the student, inform them of the concern, note the time and nature of the concern and report the issue to the relevant ADP and the Deputy Principal - Curriculum. The Examination Breaches Committee will decide on an appropriate penalty.
- 12. ELECTRONIC DEVICES:** Mobile phones, tablets, smart watches, and media players must not be taken into the examination room. If, due to a security risk, they cannot be left outside the examination room, then they must be turned off and left at the front of the room. Any student who leaves their mobile phone turned on during an examination will face significant penalties, such as a mark of zero for the Examination.
- 13. WATCHES:** No candidate will be permitted to take a watch into the examination room unless they have an approved special examination arrangement.
- 14. MULTIPLE CHOICE:** For multiple-choice sections, students must use blue or black **pen** to shade the boxes. Students are **NOT** permitted to use erasable or gel pens.