

**PRE - BACCALAUREATE EXAMS 2018**  
**From 22/01/2018 to 02/02/2018**  
**INSTRUCTIONS FOR PUPILS**

The examination will take place in the Gymnasium, in Pythagore and Cervantes rooms.

The morning examinations will begin at **9.00** and those in the afternoon will begin at **13.30**.

The students are requested to be present 30 minutes before the beginning of each exam.

1. If a candidate is late for the examination, he **can** normally **not** participate to the examination. In case of justified delay, the direction will decide if the pupil is allowed to participate to the examination and in which conditions he will be allowed to benefit of an eventual right to supplementary time for his examination
2. The students must bring their school ID and put it on the exam table.
3. Students may bring only writing materials in the examination rooms. Clothing, books, notebooks, notes, cannot be kept near the work tables.

To deposit them the students can use:

- a. The changing-room (during the exams in the gymnasium)
  - b. Their locker or an angle of the room (in other examinations rooms)
4. The possession of mobile phones and/or Smart Watches in the examination rooms are not allowed. It is forbidden to bring in food. Only water is permitted.
  5. Allowed Material and documents

For Mathematics	Ti inspire calculator - Press to test Mode
For Chemistry, Biology	Ti inspire calculator - Press to test Mode
For Physics	Ti inspire calculator - Press to test Mode
For Geography:	Ti inspire calculator - Press to test Mode
For Economics:	Ti inspire calculator - Press to test Mode
Latin and Greek:	A simple dictionary



### **Proceedings of the exams**

1. Once the students are settled at their place, in silence, the subjects are distributed and placed on the table face down. It is forbidden to return the copy and to begin the exam before the starting signal is given. When the starting signal is given, students must first of all indicate their name, surname, name of the teacher, and code **on each exam sheet** and on **the draft sheets**.
2. It is forbidden to use non-supplied paper by the school, for the examination and as draft paper. The final copy must not be written in pencil.
3. During the examination, when a student requests a supplementary exam sheet, he must write immediately his name and contact details on it.
4. No communication is allowed between students. They cannot exchange the calculating machines that must remain personal.

**Any fraud or attempted fraud will be punished by a "O" note.**

5. Students are not permitted to use the toilets during the first thirty minutes and the last ten minutes of the exam. Moreover, during part A of the mathematics exam (without calculator), students are also forbidden from using the toilets. During the examinations, only one visit to the toilet is allowed.
6. No student may leave the examination room before the end of the first hour, even if he has finished his exam. Furthermore, as not to disturb the conclusion of the examination, pupils may not leave their seats during the last ten minutes.
7. When the end of the examination is announced, all the pens must be put down and all papers placed face down again. Students must pick up their things and, when ordered by the Counsellor, go silently to the table to hand over their answer sheets, where a teacher will slip the examinations in the corresponding envelope.

All examination sheets must be submitted at the end of each test. No answer sheet submitted later will be accepted. The students will then leave the room by the door indicated and will throw all waste papers in the bin. Students can take the examination papers with them.

In order not to disturb those students who are allowed extra time in the examinations, students are not permitted to remain either in the changing rooms, or at the door of the examination hall.

Good luck to all .

Mr E. de Tournemire  
Director