

A student must carefully read and comply with the instructions, which appear on the answer script and also those on the question paper.

If you do not obey these instructions, you render yourself liable to suspension from current and future examinations, and the SAIW Certification may, in such a case, refuse to give you credit for other examination papers written.

During the examination the candidate shall;

- 1 be seated ten minutes before the start of the examination.
- 2 only be allowed to take the following personnel items into the examination venue:
 - 2.1 Blue or black pen, pencil and eraser
 - 2.2 Approved scientific calculators (No tablets nor smart / cell phones shall be allowed)
 - 2.3 Measuring tools such as protractor, ruler, measuring tape, etc.
 - 2.4 Own inspection equipment can be used only if a valid calibration certificate and functional check reports are provided prior to the examination. ALL MEMORY (if applicable) SHALL BE CLEARED BEFORE EXAMINATION.
- 3 obey any instruction given by the invigilator for the proper conduct of an examination.
- 4 sign the attendance register and verify that the information such as ID Number is correct. The invigilator shall verify identification prior to issuing examinations.
- 5 switch off all mobile phones, and phones shall not be seen during the examination. If your cell-phone rings or is being handled during the examination period, a irregularity would be declared and you shall render yourself liable to suspension from current and future examinations for a period up to 11 month.
- 6 place all laptops, bags and additional clothing in front of the examination room until the end of the examination.
- 7 in no instance be assisted with the intent of the questions, only grammatical understanding can be addressed.
- 8 ensure that only candidate's number or signatures (in the case of corrections) are shown on examination or answer sheets. NO names nor surnames shall be allowed on any script.
- 9 ensure that all material generated during the examination be submitted as part of the examination records, to the invigilator.
- 10 answer questions in English.
- 11 not communicate at any time during the examinations with fellow candidates.

- 12 answer questions in blue or black ink. Sketches may be made with pencil and information indicated shall be clearly noted in ink.
- 13 not assist another student or try to assist him or her to get help or communicate with anybody other than the invigilators. Any questions should be directed to the invigilator.
- 14 remain seated following the ten minute warning given by the invigilator before the end of the examination, until the examination answer papers have been collected.
- 15 stop writing when the stipulated examination time has lapsed.
- 16 submit his / her examination paper and all related material to the invigilator. IT IS THE RESPONSIBILITY OF THE CANDIDATE TO ENSURE THAT ALL ANSWER SHEETS ARE SUBMITTED AND THE STUDENT NUMBER NOTED ON THE SCRIPTS IS CORRECT.
- 17 not create a disturbance in the examination room or behave in an improper or unseemly manner.
- 18 unless otherwise stipulated for an examination, not have a script; memorandum, notes, maps, photos or other documents or papers (including unused paper), or other material which may be of help to you in the examination, other than that provided to you by the invigilator and the admission letter/permit in your possession, while you are in the examination room. The excuse that you have forgotten that you had it in your possession will not be accepted
- 19 be allowed ten minutes reading time of the question paper before the official commencement of the examination during which time NO writing of any kind may take place

SAIW Certification shall not be held responsible for any loss of personal items prior to, during and following examinations.

I declare that, by signing this statement, that I fully understand the examination rules and that I shall abide by it.

Furthermore I give my commitment to not release confidential examination materials or participate in fraudulent test-taking practices.

I take full responsible for any consequence that might arise from me not honouring the examination rules.

Student No: _____

ID / Passport No: _____

Student Signature: _____

Date: _____

To be signed by Candidate prior to the examination