



MARIST COLLEGE

EASTWOOD

HSC Trial Examination Instructions

1. Dates and times

- Check the times and rooms carefully; print your timetable and place it in a prominent place at home such as on the fridge
- Students must be in attendance for the duration of the examination as per examination timetable.
- Ensure you are seated on the D block steps at least **20 minutes prior to the scheduled start time** for the examination. Examination times will not be extended for late arrivals.
- For **all examinations**, you are to enter the relevant room in **alphabetical order by subject**
- Full College uniform is to be worn.
- **You will only be required to attend school at the time of your exams.**
- The majority of examinations will take place in the Montagne Centre unless a specialist room is required or alternate room is advertised.

2. Equipment Rules

- You will only be allowed to carry equipment into the exam room in a **clear container** such as a plastic sleeve, plastic zip lock bag or see-through pencil case
- You will not be permitted to borrow any equipment from another student at any time during, or upon completion, of an examination
- Only NESAs approved calculators may be used. If unsure check the scientific calculators listed below or check with your Mathematics teacher <https://www.nsw.gov.au/education-and-training/nesa/hsc/rules-and-procedures/approved-calculators>
- Use of **correction fluid is not permitted** in the College and therefore not allowed during examinations

3. Key Reminders

- You have your own pens (black), pencil, sharpener, ruler, stapler, eraser, calculator and any other equipment specific to the exam (check with your subject teacher for details). Failure to have this equipment may result in being unable to answer parts of the examination. Erasable pens are **not** to be used, as the ink can be removed when papers are scanned.
- Writing paper/booklets will be supplied by the school
- You write your answers in blue or black pen, unless specifically requested to do otherwise
- You do not write answers in pencil, unless you are instructed to do so
- Only the exam question paper, sheets of writing paper and your essential equipment are allowed to be on your desk during an exam. Bags, class notes, folders, books, pencil cases, laptops, mobile phones etc., must be left in your bag.
- **No mobile phones, smart watches or food are to be taken into the examination.** You check your pockets before you enter the exam room. Students who are found to be in possession of notes or other unauthorised material in an exam room may have their paper cancelled; that is, receive a zero mark

- Your behaviour is always appropriate in examination rooms. You must **enter the room in silence** and **remain silent** until the examination is finished, and you are **outside** the room

Very Important final note:

If you are absent on the day of an examination because of illness etc

1. **Email monique.brame@syd.catholic.edu.au by 8.15 am on the morning of your examination** to inform me of your absence.
2. Complete the [Assessment Illness/Misadventure Form](#) as soon as possible with the appropriate documentation.
3. **Make contact with the Director of Curriculum (Ms Brame) via the above email or phone (9858 1644)** to arrange an alternate time, venue and supervisor for you to complete the missed examination.

Wherever possible, the student will sit the catch-up exam **alongside** another scheduled exam. If more than one exam is to be made up, the catch-up exams will be scheduled in the same order as the exam timetable.