

# Notice to Candidates

This notice contains important rules and regulations for the day of the exam.

Please read it carefully. If there is anything you do not understand, ask your teacher or exam supervisor.

**WARNING:** If you do not follow the rules and regulations, you may be **DISQUALIFIED**.

## ✓ DO ...

**Arrive well before the scheduled start time.**

**Provide an original, valid and unexpired photo ID** (for example, passport or government-issued identity card) at every test.

**Have on your desk** only what you need for the exam (pens, pencils, erasers and ID).

**Listen to the supervisor** and follow their instructions.

**Read carefully and follow** all written instructions.

**Put up your hand if:**

- your personal details on the answer sheet or on the screen are wrong
- you think you have the wrong exam
- the questions are incomplete, missing or badly presented
- your headphones are not working or you cannot hear the Listening test
- you are not sure what to do (no explanation of the exam questions can be asked for or given).

**Tell the supervisor** if you do not feel well.

**Stop writing** immediately when told to do so.

**Wait until the supervisor** has collected your candidate login or question paper, answer sheet(s) and any extra paper before you leave your seat.

## ✗ DO NOT ...

**Keep any electronic items** (mobile phones, sound recorders, smart watches, music/video players, cameras, etc.) in the exam room or access these items during any breaks throughout the exam.

**Have on your desk or on your person** any materials which could help you.

**Wear a wrist watch in the exam room** (you will be told if you must leave it on your desk or outside the exam room).

**Cheat, copy, or give** anything to or take anything from another candidate.

**Communicate with, attempt to communicate with, or disturb** other candidates during the exam.

**Use** a dictionary.

**Use erasable pens**, correction fluid or tape on any exam materials.

**Smoke, eat, or drink** in the exam room, except water in a clear plastic bottle.

**Leave the exam room** for any reason without the permission of the supervisor.

**Take any question papers**, answer sheets, candidate logins or extra paper out of the exam room.

**Make any noise** near the exam room.

**THIS NOTICE MUST BE VISIBLY DISPLAYED OUTSIDE (NOT INSIDE) THE EXAM ROOMS**

Use for all Cambridge English Qualifications (except Starters, Movers and Flyers)  
and TKT and Delta Module One from Cambridge English Teaching

## Disqualification warning

If you cheat, use any unfair practice or break the rules, you may be disqualified.