

INSTRUCTIONS TO CANDIDATES

MAY/JUNE 2019 EXAMINATIONS SESSION

International British School of Alexandria (Open Venue)

Hosting the candidates of the following schools:

- International British School of Alexandria
- GEMS Academy Alexandria
- Kaumeya Language School

EXAM VENUE AND TIMETABLE

The examinations will be held in the below location, as follows:

International British School of Alexandria (IBSA)

Address: Agricultural Road, 500m past Abees Gate, Alexandria

Phone: +2 0125985579

Cambridge International and Pearson Examinations starting key times:

Qualification	Start Time	
	AM	PM
Cambridge International	11:00	15:00
Edexcel GCSE, International GCSE & GCE	11:00	15:00
IAL	09:00	12:00
Oxford AQA	09:00	

You are expected to be present maximum 45 minutes before the scheduled start time.



Dear Candidates,

PLEASE READ THE FOLLOWING INSTRUCTIONS VERY CAREFULLY:

- You must be in possession of original statement of entry with your picture which you should have received from your school.
- Please make sure that you are fully aware of the examination venue (place) and exam start time.
- Please note that your individual Statement of Entry (final), your timetable, and instructions to candidates (if any) are the documents you should follow regarding examination dates, timing and location.
- **Seat numbers:** Your seat number changes for every exam, therefore you must check your hall and seat number on the venue noticeboard before each exam.
- **Clashes:** Candidates with clashes on their timetable should check the noticeboard for further instructions concerning clashes for each specific exam. All instructions will be clearly displayed on the noticeboard.

EXAM DAY INSTRUCTIONS

- Security regulations state that “No candidate will be allowed to leave before the end of the examination session”.
- Candidates are not allowed to take any confidential materials from the examination room.
- **No mobile phones** are allowed into the examination hall or at laboratories during practical examinations. Candidates may be disqualified from the examination session if they do not abide by this rule.
- The British Council is not responsible for handbags and valuables left unattended.
- **Parents are not allowed on premises at all times during the Examinations.**
- You are not allowed to come to the examination venue except with your full school uniform (any type of hats or caps are not permitted).
- Students arriving at the venue out of their school uniform will not be permitted to sit for the examinations under any circumstances.

PLEASE REMEMBER TO BRING WITH YOU

- Candidate Statement of Entry.
- **Transparent pencil case with your writing materials and any subject specific materials especially calculators as we will not be providing any.**
- A small bottle of water.

DISCLAIMER

The British Council and the examination boards take all reasonable steps to provide continuity of service. We feel sure you will understand, however, that we cannot be held responsible for any interruptions caused by circumstances beyond our control. If examinations or their results are disrupted, cancelled or delayed, every effort will be made to resume normal service as soon as possible.

The candidate will be under the examination boards regulations, once s/he arrives to the examination venue, in terms of late arrival, malpractice, etc.

The British Council's liability will be limited to the refund of the registration fee or retesting at a later date.

We welcome your comments / suggestions for any enquire please contact:
British Council hotline: 19789, Sunday-Thursday from 8:00 am till 8:00 pm