
Part A Bar Exam 2011

Instructions to Examination Candidates & Examination Rules

INSTRUCTIONS TO CANDIDATES

Candidates are expected to be familiar with the Examination Rules. A breach of any of the examination rules which may result in the candidate's expulsion from the Examination.

FORMAT OF EXAMINATION

The examinations will be conducted in an open-book format.

Open Book Examinations

1. Candidates are allowed to bring in all materials, books, lecture notes etc., with the exception of computer laptops, PDA or any electronic data storage devices.
2. As candidates are allowed to bring in materials for Open Book examinations, we wish to draw your attention to an important issue, i.e. candidates are reminded that **copyright infringement** is a violation of the law and infringers will be subject to criminal and civil penalties. Candidates must not bring into the examination hall any unauthorised copies of any copyrighted works.
3. Candidates are allowed to make copies of a copyrighted work for purposes of research or study, to the extent permitted under Section 35 of the Copyright Act; i.e.
 - a. in a periodical publication, one or more articles on the same subject matter, or
 - b. in any other work, a reasonable portion of a work. In the case of a published work that is 10 pages or more, 10% of the total number of pages or one chapter, is considered a reasonable portion.
4. The above are general guidelines and candidates should refer to the **Copyright Act** (<http://www.ipos.gov.sg/leftNav/cop/About+Copyright.htm>) themselves for more detailed information.
5. The invigilators will conduct checks during the examinations, and should any candidate be found to be in possession of any unauthorised copied materials, such materials shall be confiscated immediately. The candidate may also be subjected to disciplinary action by the University.

EXAMINATION RULES

Candidate's Belongings

6. You are responsible for the safekeeping of all personal belongings you bring to the examination venues. The University will not be responsible for the loss or damage of any such belongings.
7. You may not bring audio equipment and communication devices, including but not limited to pagers, mobile phones, radios, and MP3-players, into the examination rooms. In the event that you bring in your mobile phone, please switch it off.

8. All mobile phones must be switched off before you enter the examination hall, including those that are kept in your bags.
9. You may not:
 - a. bring in or take out from the examination room; or
 - b. receive from any person while in the examination room any unauthorized books, papers, documents, pictures, or other things.

At the Start of an Examination

10. A 10-minute reading time will be granted to all candidates prior to the start of the examination. During the reading time, candidates MAY NOT start writing, including scribbling on the question paper.
11. The maximum writing time allowed for the each examination is 2 hours.
12. Please refer to table below:

Time	Event
15-20 minutes before Exam Start Time	Opening time of exam halls
10 minutes before Exam Start Time	Reading time (no writing allowed)
2 hours from Exam Start Time	Examination writing time
2 hours after Exam Start Time	Collection of answer scripts

13. No candidate will be admitted later than one hour after the start of the examination.
14. The identity of all candidates taking University examinations will be checked during the examination. Please bring your NUS Term Card (applicable to Course candidates only), NRIC (Singapore citizen/PR) or passport (International) and place it in prominent view.
15. You must familiarize yourself with the instructions printed on each question paper. In particular, you should note that all examinations are anonymous. As such, you must write your **NUSNET ID**, and not your name or NUS Term Card number, in the space provided on the cover of each answer book. The NUSNET ID is in the format of **t090xxxx**.

During an Examination

16. During an examination, you are not allowed to communicate with one another.
17. Raise your hand if you wish to communicate with an invigilator. You may not leave your assigned seat without the permission of the invigilator.
18. If, for any reason, you are allowed to leave the hall and return, you must account for this brief absence from the examination hall by indicating and initialing, in the form, "Record of Candidate's Movement in Examination Hall", the time of your exit and re-entry to the examination hall.

19. Please note that you are not permitted to bring your mobile phone along with you during the brief absence from the examination hall. Anyone found to have contravened this rule will have their identity noted down for disciplinary action.
20. If you fall ill during an examination and are unable to complete the examination, you should alert the invigilator immediately.

At the End of an Examination

21. No candidate will be allowed to leave during the final 15 minutes of the examination.
22. At the conclusion of the examination, you are to
 - a. remain seated quietly while your answer booklets are being collected and counted;
 - b. leave any other used or unused answer materials on your desk; and
 - c. stay in the examination room until you have been told to leave by the Chief Invigilator.
23. You are responsible for ensuring the submission of your answer scripts at the conclusion of the examination. If you are present for the examination, but do not submit your answer scripts, you will be deemed to have sat for and failed the subject(s) concerned.
24. At all times, you should comply with the directions of the invigilators.