

Notice to Students

KING'S COLLEGE
Annual Examination 2017-18
Venues for Examination

1. Dates

- S1-S2 : 11th June, 2018 (Monday) to 25th June, 2018 (Monday)
 S3 : 5th June, 2018 (Monday) -15th June, 2018 (Friday) and 21st June, 2018 (Thursday) -
 25th June, 2018 (Monday)
 S4-S5 : 5th June, 2018 (Monday) to 25th June, 2018 (Monday)

Annual Examination Centres (2017-18):

Form	Centre	Room No.	Form	Centre	Room No.
1A(Class No.:1-18)	1D	111	4A	5D	305
1A(Class No.:19-36)	1C	112	4B	4A	306
1B(Class No.:1-18)	2C	122	4C	4D	307
1B(Class No.:19-36)	2D	123	4D	5A	304
1C(Class No.:1-18)	1B	113	S4 English Listening	HALL	
1C(Class No.:19-36)	2A	114	S4 Chinese Listening	HALL	
1D(Class No.:1-18)	1A	117	S4 English Listening	HALL	
1D(Class No.:19-36)	2B	121	S5 Chinese Listening	HALL	
2A(Class No.:1-18)	1D	111	S4 English Oral	303, 304, 305, 306, 308	
2A(Class No.:19-36)	1C	112	S4 Chinese Oral	304, 305, 306, 307, 308, 309	
2B(Class No.:1-18)	2C	122	S5 English Oral	UG08, UG09, UG10, UG11, UG12	
2B(Class No.:19-36)	2D	123	S5 Chinese Oral	307, 309, 313, 314, 315	
2C(Class No.:1-18)	1B	113			
2C(Class No.:19-36)	2A	114			
2D(Class No.:1-18)	1A	117			
2D(Class No.:19-36)	2B	121			
3A(Class No.:1-9)	3B	UG10			
3A(Class No.:10-18)	3C	UG11			
3A(Class No.:19-29)		UG02			
3A(Class No.:30-39)		UG05			
3B(Class No.:1-8)	3A	UG09			
3B(Class No.:9-16)	3D	UG12			
3B(Class No.:17-27)		UG02			
3B(Class No.:28-39)		UG05			
3C(Class No.:1-16)	3A	UG09			
3C(Class No.:17-32)	3D	UG12			
3D(Class No.:1-15)	3B	UG10			
3D(Class No.:16-30)	3C	UG11			
S1 English Oral	111, 112, 113, 114, 115, 117				
S1 Chinese Oral	111, 112, 113, 114, 115, 117				
S2 English Oral	307, 309, 313, 314, 315				
S2 Chinese Oral	307, 308, 309, 313, 314, 315				

Note 1: The examination centre for S.1-S.4 (Music), S.1-S.3 (Putonghua), S.1-S.5 (Eng 3), S.1-5 (Chi 3) is the **School Hall**.

Seating arrangement : S.1ABCD/ S.2ABCD/ S.3 ABCD/ S.4ABCD will take up the seats of S.5ABCD respectively.

Note 2: The examination center for S.5 is the **School Hall**.

S4 Elective Group

Exam Date	Group	Location	Room No.
11/6/2018	CHEM 1 (35)	5A	304
	CHEM 2 (35)	5D	305
	CHEM 3 (15)	5B	303
12/6/2018	ECON 1 (39)	5A	304
	ECON 2 (35)	5D	305
	MUSIC(SS) (7)	Music Room	
13/6/2018	PHY 1 (26)	5A	304
	PHY 2 (38)	5D	305
14/6/2018	BAFS 1 (21)	5A	304
	BAFS 2 (31)	5D	305
	M1 (39)	5A	304
	M2 (38)	5D	305
15/6/2018	BIO 1 (24)	5A	304
	BIO 2 (27)	5D	305
19/6/2018	GEOG (24)	5A	304
	VA(SS) (7)	Visual Art Room	
20/6/2018	ICT (28)	5A	304
	CHIST (19)	5D	305
21/6/2017	HIST (20)	5A	304

S5 Elective Group

Exam Date	Group	Location	Room No.
11/6/2018	ECON 1 (32)	4A	306
	ECON 2 (37)	4D	307
12/6/2018	CHEM 1 (38)	4A	306
	CHEM 2 (37)	4D	307
	CHEM 3 (13)	5C	309
13/6/2018	PHY 1 (35)	4A	306
	PHY 2 (28)	4D	307
	HIST (15)	5C	309
15/6/2018	BIO 1 (19)	4A	306
	BIO 2 (25)	4D	307
	MUSIC(SS) (4)	Music Room	
19/6/2018	BAFS 1 (14)	4A	306
	BAFS 1 (26)	4D	307

4. Beginning of Examination

Students using classrooms as their examination centers are allowed to enter and take their seats 10 minutes before the start of each examination session. Students using Hall or Gymnasium as their examination centers are allowed to enter and take their seats 15 minutes before the start of each examination session. Doors of all examination centers will be closed 5 minutes before the start of each examination session for the distribution of papers. Late comers will only be admitted after the start of the examination. Late comers will not be given extra time to compensate for the time loss.

5. Early Leaving

Under normal circumstances, no students are allowed to leave early in any examination session. Students should try their best to make full use of the time allotted to give detailed answers. They should stay quietly at their seats even if they have finished their examination papers.

6. Consideration for Others

Students must keep absolute silent during examination session. Students are reminded that they should remain quiet during breaks between examination sessions as other classes may be having their examinations or lessons. All ball games and noisy activities are prohibited during the examination period.

7. Conduct during Examination

- a. Students must behave honestly and ethically. Cheating is defined as any fraudulent response whatsoever by students to any item of assessment including deliberate or attempting to copy the work of another student or from any notes or books. If unauthorized articles such as books, dictionaries, notes, papers, notebooks, diaries, pagers/mobile phones, electronic dictionaries and other electronic devices which can store and/or display texts (including databank watches) are found in students' pockets or in/on their desks once an examination is underway, mark penalties and/or conduct mark deduction are likely to be imposed.

The possession of any unauthorized material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty.

Any form of misbehavior will be recorded in your student's Record Card. Your parents will be informed and interviewed.

- b. Make sure that the calculator jacket does not contain any paper or the card with standard formula lists provided by the manufacturer. Students are responsible for the calculator's power supply and working condition. No allowance will be given by markers for any mistakes arising from calculators malfunctioning. It is not the school's responsibility to provide calculators or other examination tools (pens, pencils, rulers etc.).
- c. If you bring a pencil case / box (including transparent pencil boxes) into the examination room / center, you must place the contents on your desk and put the pencil case / box under your chair.
- d. **Students should sit up properly in their chairs for the entire time they are taking an examination. They must not rest their heads on their desks nor put their hands inside their overcoats/trouser pockets anytime during an examination regardless of whether they have finished their examination paper or not.**
- e. If students need to visit the toilet, you must attract the attention of the invigilator by raising a hand without disturbing other students. No extra time is allowed for toilet visits.
- f. After the "Time is up" announcement, you must not write anything or you risk a mark penalty. If at that time you find that you have not filled in your personal information, you must wait until the invigilator is beside you and ask for his / her permission to fill it in. If you make any changes without

permission, the center supervisor / invigilator will naturally assume you are trying to change an answer, and this may lead to a mark penalty and conduct mark deduction.

8. Absence

No supplementary examination will be arranged for absentees.

Any student who is unable to attend any session of the examination, due to sickness, must inform the school by asking his parents to make a phone call regarding the matter of absence from examination at least 30 minutes before the commencement of that examination session. Students who are absent because of sickness are required to produce a medical certificate signed by a registered doctor. The examination mark of the absentee will be assessed according to the school assessment criteria only if the absentee provides an acceptable reason and document of proof for his absence, otherwise he will receive zero marks for the paper in which he has been absent.

9. Passing Mark

The passing mark for all subjects for S.1 – S.3 is 50% of the maximum mark in report sheet.

The passing mark for all subjects for S.4– S.5 is 40% of the maximum mark in report sheet.

10. Criteria for Passing the Examination

(i) S.1 – S.3:

A pass in the grand total (50%) and passes in English Language, Chinese Language and Mathematics.

(ii) S.4 – S.5:

A pass in the grand total (40%) and passes in English Language, Chinese Language and Mathematics.

There are two internal examinations, namely the half-yearly examination and the annual examination in all subjects in S1-S5. Unless otherwise stated (i.e. S6 Mock Examination), the two examinations account for one-third and two-third of the final results respectively.

11. Ranking Criteria

Students who satisfy the criteria for passing the examination will first be ranked according to the Average Percent for the first time. Then the rest of the students, i.e. students who do not satisfy the criteria for passing the examination, will then be ranked according to the Average Percent .

12. Typhoon, Rainstorm or School Suspension Arrangements During Examination Period

The announcement of the closure of school made by the Education Bureau due to a tropical cyclone, bad weather (red rainstorm or black rainstorm) or outbreak of the health crisis will result in the rescheduling of the examinations to be held on the day of closure. The new exam dates for the postponed subject(s) will be announced when school resumes. **Students should be reminded that on the day of school resumption, the original exam time-table will be followed upon for the rest of the exam periods.**

13. Attendance

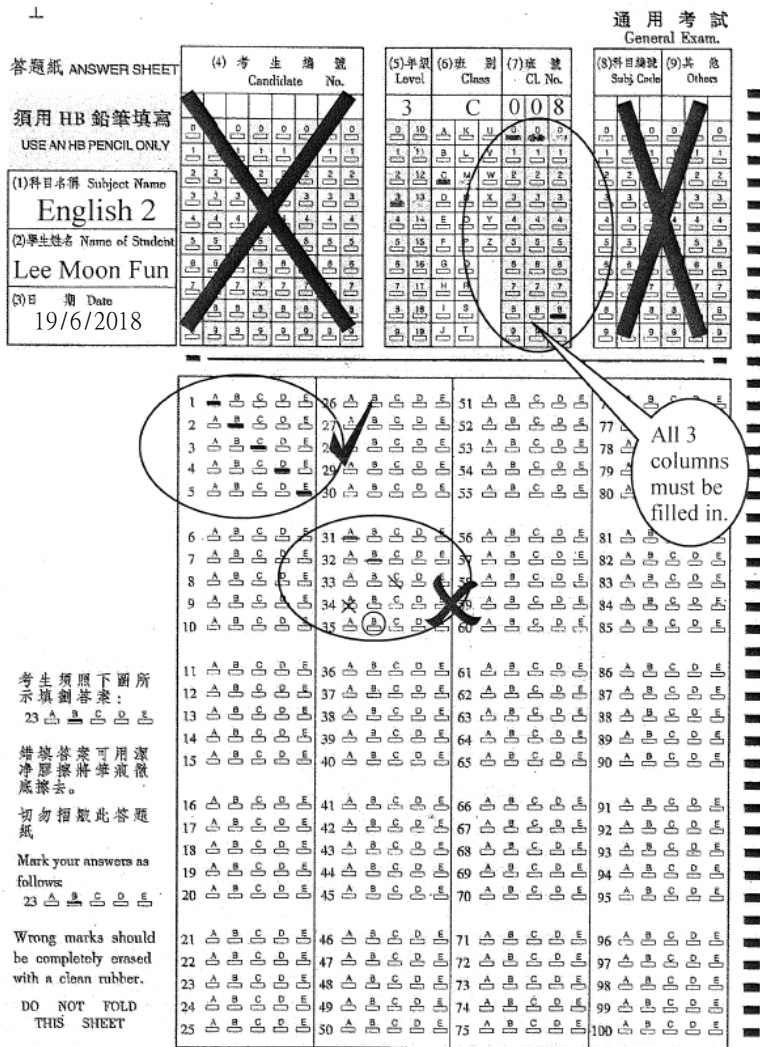
Students do not need to come back to school if there is no examination arranged during the examination period. Students are not allowed to leave the school premise during recess until the last session of the examination ends.

14. Sitting for Multiple Choice (MC) Question Examinations

In order to facilitate the smooth marking of MC answer sheets by the Optical Mark Reader (OMR), students sitting for the MC question examinations have to be careful when filling in the computerized MC answer sheet.

After the start of examination, ask the students to pick up an HB pencil and then **announce** :

1. On the answer sheet in the boxes marked (1), (2) and (3), write the subject name in box (1), your name in box (2) and the date in box (3).
2. In the blank spaces at the top of the boxes marked (5), (6) and (7), write your level, class and class number. Next in the boxes (5), (6) and (7), mark each digit and each letter with a pencil in the corresponding space below. You have to mark all the digits in box (7), i.e. if your class number is 8, you should mark “008” instead of “8”.
3. Boxes (4) and (8) are to be left empty.”
4. Use an **HB pencil** to completely fill in the space of the chosen option.
5. All answers should be marked equally heavy. Markings that differ significantly cannot be scanned correctly by the OMR.
6. No score will be given to answers that are marked inappropriately.



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15. Checking of Marks

S.1– S.5 students will check their annual report marks from 8:15 a.m. to 8:30 a.m. on 29/6/2018 (Friday). Those who have queries about their marks in the first check should confirm with their subject teacher on their final marks before 10:30 a.m. on the same date, i.e. 29/6/2018 (Friday).