

INSTRUCTIONS TO CANDIDATES

Cambridge International
Pearson Edexcel
Oxford International AQA

October- November 2020

PLEASE READ THE FOLLOWING INSTRUCTIONS VERY CAREFULLY:

Dear Candidate,

British Council Egypt wishes you all the best of luck with your upcoming examination; and we would like to remind you of some guidelines to help you having a smooth exam day. You must be in possession of the following documents at all your examinations, which you should have received from your school:

Original Statement of Entry with the candidate's picture stamped by the school and laminated.

They should be placed on your desk for inspection during all examinations

Please make sure that you are fully aware of the examination venue (place) and start time.

Please identify your school in page 5.

Exams start times:

A) Cambridge International:

Morning Session: 11:00 AM
Afternoon Session: 3:00 PM

B) Pearson Edexcel IGCSE:

Morning Session: 11:00 AM
Afternoon Session: 3:00 PM

C) Pearson Edexcel IAL:

Morning Session 9:00 AM
Afternoon Session 12:00 PM

D) Oxford AQA:

Morning Session 9:00 AM

You are expected to be present 60 minutes before the scheduled start time.

Hotline: 19789, Sunday – Thursday from 8.00 AM till 8.00 PM

Email: information@britishcouncil.org.eg
www.facebook.com/britishcouncilegypt

1. EXAM VENUE AND TIMETBLE

1.1 Location and start time

All your written examinations will be held at:

Career Gates

Address: Al Masaha Sq Doqi Al, Dokki, Giza Governorate

Phone: 02 33367846

Please check your school after section 3

1.2 Seat numbers

Your seat number changes for every examination. Before each examination you must check your hall and seat number on the venue noticeboard.

1.3 Clashes

Candidates with clashes on their timetable should check daily the noticeboard for further instructions on clashes for each specific examination. All instructions will be clearly displayed on the Examinations Noticeboard.

2. General Covid-19 candidate instructions

2.1 Arrival time should be 1 hour prior to your exam; however, on exam days with high registrations, candidates arrival should be 1 hour and 15 minutes.

2.2 Candidates will not be permitted to enter the venue without wearing his/her facemask.

2.3 Candidates must maintain 2m social distance while queuing for entry to the venue. Display of floor markings to guide candidates will be available.

2.4 Candidates to proceed to temperature checking area – one at a time at the point of entry. Temperature to be checked as per local country regulations and British Council.

2.5 If temperature is less than 37.5 degrees Celsius, candidates are required to fill in the declaration form at this point.

2.6 If a test taker arrives at a British Council venue with a temperature in excess of 37.5 degrees Celsius, the following must be followed:

1. Test taker will be denied entry to the premises and will be advised to return home and self-isolate or seek medical help.
2. Log the details of the test taker to follow up on required action points in relation to his/her exam.
3. Inform the Exams Supervisor to report test taker absence.

2.7 Candidates are to proceed to security check; sanitization toolkit (sanitization gel, and masks) will be available. Candidates should attend the exam wearing their own protective gear meeting precautionary standards.

2.8 Candidates are to proceed to the waiting area – maintaining social distancing of 2m from one candidate to another.

2.9 Candidates must make sure they take all their belongings with them when they leave the exam room. Anything left behind after the exam (such as a pencil case), these items may be destroyed for hygiene reasons.

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3. EXAM DAY INSTRUCTIONS

- 3.1 Security regulations state that “No candidate will be allowed to leave before the end of the examination session”.
- 3.2 Candidates are not allowed to take from the examination room any used examination papers.
- 3.3 **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 board rules and regulations.
- 3.4 The British Council is not responsible for handbags and valuables left unattended.
- 3.5 Parents are not allowed on premises during the examinations.
- 3.6 You are not allowed to come to the examination venue except with your full school uniform (any type of hats or caps is not permitted)
- 3.7 Students arriving at the venue out of their school uniform will not be permitted to sit for their examinations under any circumstances.
- 3.8 All Schools must send candidates accompanied with the supervisors.
- 3.9 Please note that your Individual Statement of Entry (final) and your timetable are the documents you should follow regarding examination dates & timings.

PLEASE REMEMBER TO BRING WITH YOU

- Candidate’s Statement of Entry.
- Transparent pencil case.
- Your writing materials, geometrical instruments and simple calculators.
- A small bottle of mineral water.

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3. DISCLAIMER

The British Council and the examination boards take all reasonable steps to provide continuity of service, however, 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 board registration, once s/she arrives the examination venue, in terms of late arrival.

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

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Career Gates will be hosting candidates from below schools:

Dar El Tarbiah Agouza

New Orouba Language School

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