



LINKING LEARNING TO LIFE

# **GREENWOOD INTERNATIONAL SCHOOL**

Mid - Semester II Exams 2024 - 2025

Grades 6 - 12

**Parents & Students Information Guide**



## Exam Platform

- Exams will be paper-based. Please ensure your child brings a blue pen/s. Pencils are **NOT** allowed.
- Some of the students of determination will be sitting for online exams depending on the type of accommodations. Therefore, they need to bring their own devices, chargers, and headphones for the online assessments. Devices should be fully charged and functional.



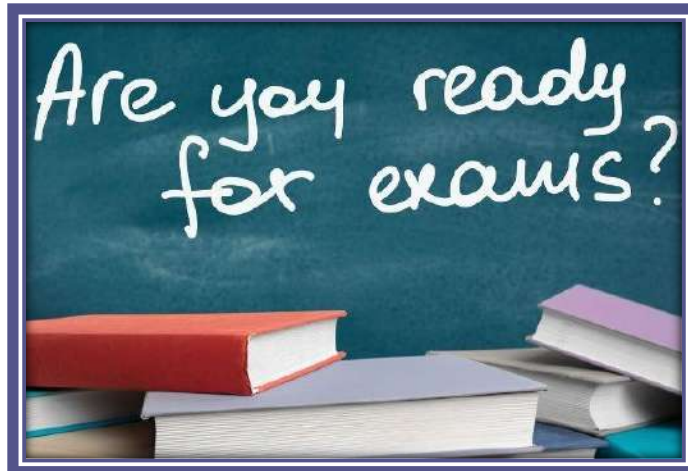
# School Day & Bus Timings During Exams

| Day/Date              | Grades 1 - 5       | Grades 6 - 8       | Grades 9 - 12      | Grades 1 - 12<br>BUSES will leave at |
|-----------------------|--------------------|--------------------|--------------------|--------------------------------------|
| 06/03/25<br>Thursday  | 9:00 am - 12:40 pm |                    |                    | 12:45 PM                             |
| 10/03/25<br>Monday    | 9:00 am - 12:40 pm |                    |                    | 12:45 PM                             |
| 11/03/25<br>Tuesday   | 9:00 am - 11:00 am |                    |                    | 11:05 AM                             |
| 12/03/25<br>Wednesday | 9:00 am - 12:40 pm |                    |                    | 12:45 PM                             |
| 13/03/25<br>Thursday  | 9:00 am - 12:40 pm |                    |                    | 12:45 PM                             |
| 14/03/25<br>Friday    | Study Leave        |                    |                    | -                                    |
| 17/03/25<br>Monday    | 9:00 am - 10:30 am |                    |                    | 10:35 AM                             |
| 18/03/25<br>Tuesday   | 9:00 am - 10:00 am | 9:00 am - 11:00 am |                    | 11:05 AM                             |
| 19/03/25<br>Wednesday | Study Leave        |                    |                    | -                                    |
| 20/03/25<br>Thursday  | 9:00 am - 10:30 am | 9:00 am - 11:00 am | 9:00 am - 10:30 am | 11:05 AM                             |

# Required Material

Click on the below link to access the exams' Required Material:

- [Mid - Semester II Exams Required Material](#)



# Rules & Regulations

- Students are to be present in school at **8:50 am** and to station themselves at their desk at **8:55 am**. The proctors will check on the students' attendance and then start the exam.
- Students should be dressed appropriately in their **school uniform**. Failure to do so will result in the student's exam being canceled.
- All exams will be **timed** and will be collected when the allotted time ends even if the student has not completed the assessment.
- Students will only be allowed to attempt the exam once.
- Once completed, students can review/check their answers.
- Students joining the exam late **will not be given extra time**.
- Teachers will not be attending to any issues related to content. If a student comes across an issue with a question or a misprint, he/she should inform the proctor.



- Late arrivals:

Students are advised to be seated at their desks by **8:55 am** in their assigned room. No extra time will be given to any student unless a valid reason is given to the supervisors. Students who arrive after **9:10 am** will not be allowed to sit for their examination. A valid reason must be submitted to schedule a make-up exam.

- Absence:

In case of absence, the school office should be notified by the parents before **9:00 am**. If a student is absent without informing the school, he/she will be considered truant, and immediate action will be taken. An attested medical report must be submitted from the parent of an absent student and presented to the supervisor before the student returns to school the following day.

- Make-ups:

Only students with a valid excuse and who submit an attested medical report will be eligible for a make-up exam. Make-up exams will only be assigned once and if missed again without a valid reason, the student will be given a zero on the exam.



# Breach of rules and misconduct during the exams

Any breach of rules or misconduct during the exam will result in the student being given a Zero. GIS follows a **Zero-tolerance Policy** when it comes to cheating during any assessment. This includes any of the following:

- Possession of any materials, including but not limited to cell phones, smartwatches, equipment, notebooks, or other papers, during the assessment is prohibited, except for the student's device or items explicitly specified or authorized by the Teacher/Proctor.
- Contacting, communicating, talking to, or copying from any other student/source during the assessment or allowing work to be copied.
- Plagiarism is not tolerated. Students' common answers will grant them a zero on the related question/s.
- Any form of misbehavior during the assessment will lead to the **deduction of marks.**
- Proctors will **collect the exam papers of students** who are suspected with or caught cheating or not responding to instructions.







GOOD LUCK  
FOR YOUR

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DO THE BEST

