

THE OPEN UNIVERSITY OF TANZANIA

DIRECTORATE OF EXAMINATIONS SYNDICATE

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ANNOUNCEMENT TO CANDIDATES ON ENTERING THE EXAMINATION HALL FOR PEN AND PAPER EXAMINATIONS

Candidates are reminded:

1. To leave their personal belonging, including bags, coats, hats, etc. in the designated area of the exam venue.
2. That mobile phones, or other electronic or communication devices (including earphones, headsets, ipads, pagers etc.), are not permitted in examination venues. Candidates should further be warned that, if a mobile phone is found on a desk or rings/emits noise during an examination, even if it is switched off, or if it is discovered in any other way in the venue, it will be confiscated for the purpose of further investigation.
3. To make sure there are no materials with them which are not permitted in the examination venue.
4. To make sure they have their student ID with them and to place them on the right-hand side of their desk/table.
5. To maintain silence once they have entered the venue.
6. That no candidate is allowed to start an examination until instructed to do so by the Chief Invigilator.
7. That the candidates may start filling in the front covers of their Answer Books while they are waiting for the examination to begin.
8. That they should not write their mobile phone number in the space provided

in the MTT booklets.

9. That they should not communicate with anyone except with an invigilator during the examination. Communication between candidates is strictly forbidden during examination. In case there is any query, the candidates must raise their hand and talk to the invigilator.
10. That if a candidate needs to leave to use the toilet, he/she must raise his/her hand and remain seated until an invigilator comes to him/her for permission.
11. That eating, drinking or smoking during the examination is strictly forbidden.
12. That they are not allowed to talk to other candidates without the permission of the invigilator.
13. That candidate should not write any examination related material on his/her body part. Disciplinary actions will be taken against candidates found with material written on their body.

Regards

Dr. Said Ally

**DIRECTOR OF EXAMINATIONS SYNDICATE
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