

GCE N-Level Examination 2021

Briefing for Candidates

**Examination Centre Number: 1355
(Bedok View Secondary School)**



A SCHOOL OF HIGH STANDARDS, QUALITY LEARNING & HOLISTIC DEVELOPMENT

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BRIEFING OUTLINE

1. Examination Dates
2. Special Arrangements
3. Reporting & Examination Venues
 - A. Listening Comprehension (English)
 - B. Listening Comprehension (Mother Tongue)
 - C. Written
 - D. Access Arrangement & Others
 - E. Special Rooms
4. Important Information & Reminders
 - A. Before Examination Begins
 - B. On Examination Days
 - C. After Examination Ends
 - D. Special Consideration Application
 - E. Major Disruptions
5. Who To Contact?



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Exam Part I	Exam Part II
13 to 22 Sep	4 to 13 Oct

All Written Exam will be in the HALL

Reporting Venue: Respective Classrooms

Reporting time: 0715

Time to proceed to Hall: 0740 (4N5)

0745 (4N6)



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2. SPECIAL ARRANGEMENTS FOR DIFFERENT GROUPS OF CANDIDATES

Category	Can candidate take the exam?	Exam Arrangement
(1) Confirmed COVID-19 cases	Not allowed given high risk of transmission	Do not report for examination but please inform your form teacher about it at the earliest opportunity.
(2) Quarantine Order (QO)		
(3) On stay Home Notice (SHN)		



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2. SPECIAL ARRANGEMENTS FOR DIFFERENT GROUPS OF CANDIDATES

Category	Exam Arrangement
(4) Leave of Absence [LOA]	Sit for exam in separate room (condition: negative ART test results)
(5) Approved Absence (AA)	Sit for exam in separate room (Condition: negative ART test results)
(6) Candidates on medical leave due to acute respiratory infection (ARI)	Sit for exam (Condition: negative COVID-19 PCR test results)
(7) Candidates on non-ARI medical leave	Sit for exam (Candidate does not have a fever and has a negative ART test results)



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3A. REPORTING & EXAMINATION VENUES: LISTENING COMPREHENSION (ENG)

- Broadcast starts at 1500h
- Attendance and temperature will be taken by the Form Teachers at the Reporting venue (please bring along your own thermometer)
- See corresponding seating plans displayed outside the Hall

LC: ENGLISH SYLLABUS A	REPORTING VENUE	REPORTING TIME	EXAM VENUE	DATE(S)
4-5	D1-01 (4-5 Classroom)	1415 h	Hall	13 Sep (Mon)
4-6	D2-03 (4-6 Classroom)	1415 h	Hall	



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3B. REPORTING & EXAMINATION VENUES: LISTENING COMPREHENSION (MT)

- Broadcast starts at 1700h
- Attendance and temperature will be taken by the Form Teachers at the Reporting venue (please bring along your own thermometer)
- See corresponding seating plans displayed outside the Hall

LC: MT	REPORTING VENUE	REPORTING TIME	EXAM VENUE	DATE(S)
Chinese	Hall	1615 h	Hall	Mother Tongue: 14 Sep (Tue)
Malay	D1-03	1615 h	D1-03	
Tamil	D1-02	1615 h	D1-02	



3D. REPORTING & EXAMINATION VENUES

(AA & OTHERS)

- Attendance and temperature will be taken by the Form Teachers in the Reporting venue (please bring along your own thermometer)
- See corresponding seating plans displayed outside Oasis2 and B3-03A

ACCESS ARRANGEMENT & OTHERS	REPORTING VENUE	REPORTING TIME	EXAM VENUE	NUMBER OF STUDENTS	DATE(S)
AA (Separate room; Extra time)	Oasis2	LC: 1430h Written: 0730h Written: 1330h	Oasis2	04	13 Sep – 22 Sep 4 Oct -13 Oct
AA (Isolation room; Extra time)	B3-03A (Counselling Room 1)	LC: 1430h Written: 0730h Written: 1330h	B3-03A (Counselling Room 1)	01	13 Sep – 22 Sep 4 Oct - 13 Oct



3E. SPECIAL ROOMS

NAME OF ROOM	VENUE	DATE(S)	MAXIMUM CAPACITY	REMARK(S)
Contingency Room	D1-05	13 Sep – 22 Sept 4 Oct - 13 Oct	30	



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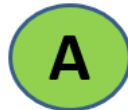
4A. IMPORTANT INFORMATION & REMINDERS (BEFORE EXAMINATION)

Guiding Principles

Guiding Principles in the administration and conduct of examination:



- Fairness



- Accuracy



- Security



- Timeliness



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4A. IMPORTANT INFORMATION & REMINDERS (BEFORE EXAMINATION)

- Read booklet titled “**Exam Rules & Regulations for School Candidates Booklet**” carefully within 2 days of this briefing. Booklet was issued in Term 2.
- Read **Annex 8** A-1 and A-2 Pg 25-31 for details about approved calculators.
- Read Annex 8 B-1 Pg. 32 and Annex C **Pg. 35 – 38** for details about approved dictionaries.
- **Bilingual dictionaries are not allowed.**
- **E-dictionaries** must be battery operated and set to the silent mode. Earpieces / headphones are not permitted. External storage media (e.g. SD card) must be removed. Prepare extra batteries.



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4A. IMPORTANT INFORMATION & REMINDERS (BEFORE EXAMINATION)

- Check fixed **allocated seat(s)** from corresponding seating plans displayed.
- Check the **reporting times and examination venues for every paper** carefully within 2 days of this briefing.
- Question Papers for **Art (6125/2)** will be released on **1st Sep 2021** to candidates.
- Prepare all these necessary items:
 - **stationery in transparent case / holder**
 - **approved dictionary,**
 - **photo identification eg NRIC/e-z link card,**
 - **relevant documents** (e.g. **entry proof** and **letter to show CPE that AA has been approved**)
 - **working thermometer**
 - **proper attire and grooming** (i.e. school uniform and/ or jacket)



4A. IMPORTANT INFORMATION & REMINDERS (BEFORE EXAMINATION)

- Prepare **light snacks** for consumption if approved (between breaks and/ or during quarantine).
- **Eat and drink healthily** and have **sufficient rest** to avoid falling sick.
- Manage your daily activities to **minimize exposure to COVID-19.**



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4A. IMPORTANT INFORMATION & REMINDERS (BEFORE EXAMINATION BEGINS)

- **Inform your Form Teacher(s) at the earliest opportunity for advice on follow-up action(s), if you have a possible change or an actual change in your health status (e.g. scheduled for a swab test for COVID-19).**
- **If your Form Teacher(s) cannot be reached on examination days, contact the General Office at 6443 0563** to ask to speak to the PE, Mdm Noelle Tan or a School Leader (i.e. Vice-Principal or Principal).
- **Clarify all doubts or raise any concern** with Form Teachers and / or PE (Mdm Noelle Tan) at the earliest opportunity before the start of each examination period.



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4B. IMPORTANT INFORMATION & REMINDERS (ON EXAMINATION DAYS)

- **Maintain safe distancing** at reporting and examination venues and **avoid intermingling.**
- Check for instructions to avoid intermingling.
- Must always **wear a face mask.**
- **Strongly encouraged to report 30 minutes earlier** than the stipulated reporting times.



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4B. IMPORTANT INFORMATION & REMINDERS

(ON EXAMINATION DAYS)

- **Strictly no communication** with peers on the way to or inside the examination venues at all.
- **Strictly no borrowing** of stationery, dictionaries, calculators and examination equipment during the examination. **Switch off mobile phones and keep in bag.**
- **Listen attentively** to instructions given and **read examination instructions** to candidates carefully.
- **No extra time given for latecomers** and a **statement will be taken** by CPE at the end of paper.
- Any **irregularity and malpractice (e.g. attempt to cheat, possession of unauthorized devices, communication with peers, posting examination materials online)** will be recorded and reported and a statement may be taken.



4B. IMPORTANT INFORMATION & REMINDERS (ON EXAMINATION DAYS)

- **Inform Form Teacher(s) if you are going to be late for the examinations.**
- **If Form Teacher(s) cannot be reached on examination days, contact the General Office at 6443 0563** to ask to speak to the PE (Mdm Noelle Tan) or a School Leader (i.e. Vice-Principal or Principal).



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4B. IMPORTANT INFORMATION & REMINDERS (ON EXAMINATION DAYS)

- Listen attentively and adhere to the instructions related to Common Last Topic (CLT) from the CPE or PE, before the start of the examination.
- Inform Form Teacher(s) at the earliest opportunity for advice on follow-up action(s), if you have a possible change or an actual change in your health status (e.g. scheduled for a swab test for COVID-19).
- If Form Teacher(s) cannot be reached on examination days, contact the General Office at 6443 0563 to ask to speak to the PE (Mdm Noelle Tan) or a School Leader (i.e. Vice-Principal or Principal).
- Inform the invigilator immediately if you do not feel well, while attempting any examination paper.



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4B. IMPORTANT INFORMATION & REMINDERS (ON EXAMINATION DAYS)

- Should there be an emergency or crisis while attempting an examination paper or task (e.g. a fire or a serious security breach), stay calm and listen for instructions, and discern if there is an actual need to perform “Run, Hide and Tell” if instructions are not readily available.



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4C. IMPORTANT INFORMATION & REMINDERS (AFTER EXAMINATION ENDS)

- Perform **wipe-down** with solution and paper provided by the invigilators after each exam and **before leaving the examination venue.**
- **Dismissal will be staggered.**
- **Check if there is another paper later in the day** before leaving the examination centre.
- Inform your Form Teacher(s), Year Head or the School Counsellor if you **wish to talk to someone** after a paper ends.
- **Do not post or discuss examination materials or questions online.**



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4D. IMPORTANT INFORMATION & REMINDERS **(SPECIAL CONSIDERATION APPLICATION)**

Schools may apply Special Consideration for students who have:

- sat the examination under adverse circumstances (e.g. illness, bereavement or temporary injury etc), or
- missed an examination of a paper that constitutes not more than 50% of the total assessment by component weighting for the subject, due to illness, bereavement or temporary injury etc

All applications must be submitted together with the following:

- A Medical Report / Doctor's Certifying Letter which must include the diagnosis of the illness and dated on the same examination day, or Relevant Supporting documents (for non-medical cases)

MCs without doctor's diagnosis and/or medical reports will not be accepted.

All applications for Special consideration must reach SEAB within 3 days after the examination.



4E. IMPORTANT INFORMATION & REMINDERS

(MAJOR DISRUPTIONS)

Approach:

- Candidates should report to their designated Exam Centre if they can reach the Exam Centre before the end of the paper
- Candidates who are unable to reach their designated Exam Centre before the end of the paper can report to an Exam Centre nearest to them to sit the examination.
- All affected candidates will be granted full duration of the examination
- **Inform Form Teacher(s) if you are going to be late for examination**
- **If Form Teacher(s) cannot be reached on examination days, contact the General Office at 6443 0563** to ask to speak to the PE (Mdm Noelle Tan) or a School Leader (i.e. Vice-Principal or Principal).



Major Train Service Disruptions

If you are able to reach your school before the end of your paper

1a

Inform your school immediately and go to your school

1b

Look out for instructions on bridging transport services

OR

Go to the Passenger Service Centre located in the MRT stations for assistance. You do not need to produce an excuse letter from the MRT station.

1c

You will be given the full duration to sit the examination



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Major Train Service Disruptions

If you are unable to reach your school before the end of the paper

2a

Inform your school immediately

2b

Go to the nearest exam centre to take the examination

The information can be found in:

1. SEAB website (www.seab.gov.sg)
2. LTA's 'MyTransport' APP
3. SEAB's Advisory Posters at the MRT station

2c

You will be given the full duration to sit the paper if you reach the exam centre before the end of the paper

2d

Inform your school if you arrive after the paper has ended OR are unable to reach a school at all

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4E. IMPORTANT INFORMATION & REMINDERS (MAJOR DISRUPTIONS)

Information for Candidates

- The list of Exam Centres that are near MRT/LRT stations is available at

- ✓ SEAB website
(www.seab.gov.sg)



- LTA's 'MyTransport' APP
(1 week before exam day)

- Each MRT station has a poster with information of nearby Exam Centres.

SEAB Singapore Examinations and Assessment Board

INFORMATION FOR CANDIDATES TAKING THE SINGAPORE-CAMBRIDGE GCE EXAMINATIONS

IN THE EVENT OF A MAJOR TRAIN SERVICE DISRUPTION

Please report at your exam centre if you are able to reach there before the end of the exam paper. If you arrive at the exam centre before the end of the paper, you will be given the full duration to sit the exam.

If you are unable to reach your exam centre before the end of the paper, you can go to the nearest exam centre and report to the Chief Presiding Examiner.

Nearest Exam Centre

DT 1
Bukit Panjang

For O/N(A)/N(T)-Level:
Teck Whye Secondary School
Zhenghua Secondary School
West Spring Secondary School
Green Ridge Secondary School
Fajar Secondary School

For A-Level:
Pioneer Junior College
Millennia Institute

You can download LTA's MyTransport app and access 'Find-My-Way' module for the list of exam centres.

QR codes for downloading the app and accessing the module.

April 2017



4E. IMPORTANT INFORMATION & REMINDERS (MAJOR DISRUPTIONS)

Information for Candidates

- Candidates can refer to the SEAB website (www.seab.gov.sg) for information on what they should do if they are affected by a major disruption e.g. major train service disruption.
- Instructions for Candidates have also been issued to schools.



5. WHO TO CONTACT?

- Inform Form Teacher(s) if you are going to be late/ absent for the examination.
- If Form Teacher(s) cannot be reached on examination days, contact the General Office at 6443 0563 to ask to speak to the PE (Mdm Noelle Tan) or a School Leader (i.e. Vice-Principal or Principal)



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Study Break

Level	Last Reporting Day	Dates for study break and Structured Lessons	GCE N-Level Examination
Sec 4 (GCE-N)	For Part I of N Level Exam – 2 Sep (Thu)	3 Sep (Fri) – 12 Sep (Sun) *Structured Lessons via Zoom: 9 Sep (Thu) & 10 Sep (Fri)	13 Sep (Mon) – 22 Sep (Wed)
	For Part II of N Level Exam – 30 Sep (Wed)	1 Oct (Thurs) – 3 Oct (Sun)	4 Oct (Mon) – 13 Oct (Wed)



All The
Best





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