



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



QUEENSTOWN CAMPUS

CNR Robinson Rd & Zeiler St, Queenstown
Private Bag X7110, Queenstown, 5320

Tel: 045 838 2593

Email: queenstown.campus@ikhala.edu.za

A better future with **IKHALA**

Reference: Internal Examination **Enquiries:** Ms L. Kamineth

Date: 25/08/2026

TO: ALL STUDENTS

RE: INTERNAL EXAMINATION RULES

1. Admission to the examination

Students must present a valid and approved identification (ID) before entering the examination venue

2. Examination Attendance

Candidates must be seated at least **30 minutes (08:30)** before the examination starts.

No candidate may enter the venue after the commencement of the examination, i.e. no student will be allowed to enter after 09:00.

Candidates **may not leave** the examination room **during the first hour**.

3. Conduct in the Examination venue

- Maintain silence at all times.
- Follow all instructions issued by invigilators.
- Only approved materials may be brought into the venue.
- Cell phones, smart watches, and electronic devices must be **switched off** and stored as directed.
- Candidates are not allowed to communicate with other students.

4. Examination Materials

- Candidates must bring their own pens, pencils, calculators, and other approved stationery.
- Borrowing or sharing of materials during the examination is not permitted.
- Programmable calculators and unauthorised electronic devices are not allowed.

5. Academic Integrity

Cheating and possession of unauthorised material are **serious offences**.

6. Absenteeism/Clashes

A candidate who is absent from an examination must submit a valid reason with supporting documentation **within 24 hours**.

Clashes need to be reported **five days prior** to the actual exam date.

7. General Provisions

Ignorance of examination rules does not exempt a student from compliance.

All students are expected to uphold honesty and respect during examinations.

Kind Regards



Ms L. Kamineth

HOD