



NEW AL WUROOD INTERNATIONAL SCHOOL, JEDDAH (K.S.A)

Ext. Cir. No.63/2020-21
Date:28th February, 2021

CIRCULAR

Dear Parent, (Classes 1-8)

Subject: Guidelines for the Annual Exam Annual Examination.

Greetings!

Hope you and your family are safe!

As you are aware, Annual Examination is commencing from 2nd March, 2021.In this regard kindly note the following.

Classes	Login time	Writing time	Answer paper Uploading
1,2 and 3	1.50 p.m.	2.00 p.m. to 3.00 p.m.	3.00p.m to 3.30 p.m.
4 and 5	1.50 p.m.	2.00 p.m. to 4.00 p.m.	4.00p.m to 4.15 p.m
6,7 and 8	8.50 a.m	9.00.a.m to 11.00 a.m.	11.a.m to 11.15 a.m

1. The students must use only A4 papers to write exam. Please mention, Name of the Exam, Date of the exam. Name of the Student, Class and Division, and Admission Number without fail.
2. Video is to be kept open throughout the exam. Students will not be permitted to write exam if the video is not open or not working.
3. Ear phones/head phones should not be permitted from the beginning to the end of the exam.
4. Ensure there is proper lighting in the room and students are clearly visible.
5. Camera to be focused to the writing table and the table is free from other gadgets and study materials.
6. Leaving the exam table without the permission of the invigilators will not be permitted till the end of exam.
7. Once the student completes the exam, the answer pages of the answer sheets should be scanned in order and compile the document in PDF file. Ensure that all scanned pages in the PDF are legible.
8. TL examination will be of one hour duration.

I would like to request parents to monitor their ward during the examination and ensure that they attempt the paper with complete honesty. It is imperative to inculcate the right values besides facilitating in identifying the learning gaps of this online academic session. The school will need your co-operation in this matter.

Wish you all the best.

Principal

