

MGT 210: BUSINESS COMMUNICATION

MAJOR EXAM RULES & REGULATIONS

The following should be strictly adhered to:

1. Cheating is a serious offense. Anyone caught cheating will be severely dealt with.
2. Mobile phones, electronic devices and other resource or writing materials are not allowed in the exam. Anyone caught with such possession(s) during the exam will be awarded "0" for the paper.
3. No food and drinks are allowed in the examination room under any circumstances.
4. The major exams will start promptly at the stipulated time. No admission will be allowed if students arrive late for the exam.
5. Students will not be allowed to leave the exam hall within the first 30 minutes of the paper even if they have finished the paper in a very short time.
6. Students should only use the answer sheet or writing material provided for the exam.
7. Students are not allowed to leave the exam hall to make phone calls, visit the wash room, etc. during the course of the exam. Decision to leave the exam hall implies that the student has completed the paper.
8. All answers must be written in ink except for the shading of multiple choice answers on special bubble sheets, if applicable.

ALL THE VERY BEST!