



智行慈願

28 Jun 2022

Dear Parents / Guardians,

## **SCHOOL PRELIMINARY EXAMINATIONS FOR SECONDARY FOUR/ FIVE STUDENTS**

The School Preliminary Examinations for Secondary Four/ Five students will take place as follows:

- Sec 4NA/NT – from 22 Jul (Friday) to 2 Aug (Tuesday) 2022
- Sec 4Exp/5NA – from 19 Aug (Friday) to 31 Aug (Wednesday) 2022

The examination timetable and the examination rules and regulations are attached for your reference. Students must attend the morning assembly either in the classroom or outside MPH/RH, if they have an examination paper starting at or before 0900 hrs. Students need not attend school on days for which they have no papers.

We would also like to draw your attention to the following:

### **Failure to Comply with Examination Rules and Regulations**

Students who fail to comply with the examination rules and regulations in the Annex, will be subjected to disciplinary action (e.g. may be given a zero mark for the paper).

### **Absentees**

Students who report after the end of the examination, will be marked as absent for the paper. Aligning to the national healthcare protocols, students who are tested positive for COVID-19 and absent from the examination would not be required to produce a medical certificate, doctor's letter or recovery memo to cover their absence. Absentees must submit the SMS from MOH or photo evidence of the Ag+ test result.

For other medical illnesses, absentees must submit original medical certificates from a medical practitioner who is registered under the Medical Registration Act on the Singapore Medical Council Website<sup>1</sup>. Parents' letters will not be accepted. Absentees without valid reasons will be given a zero mark for the paper.

### **Checking of Scripts**

Students will be checking their examination scripts in the week after their Preliminary Examinations. It is essential that your child/ward is present during this post-examination period as teachers will be going through the answers for the respective papers.

The school seeks your support in supervising your child/ward closely during this examination period and to ensure that he/she reports punctually for each paper. The Preliminary Examinations will have an impact on your child's/ward's overall marks for the year. Do encourage your child/ward to prepare him/herself in good time so that his/her performance will be an accurate measure of his/her learning.

Yours sincerely,

*Mr Sim Chong Boon*

Principal

<sup>1</sup> <https://prs.moh.gov.sg/prs/internet/profSearch/mshowSearchSummaryByName.action?hpe=SMC>

## **EXAMINATION RULES & REGULATIONS**

1. All school rules must be observed throughout the examination period.
2. Students must attend the morning assembly either in the classroom, parade square or outside MPH/RH, if they have an examination paper starting at or before **0900 hrs**. Students need not attend school on days for which they have no papers.
3. Students must report at the assigned examination venue at least 30 minutes before the start of the examination. Students must be seated at the assigned desk at least 15 minutes before the start of the examination. Students who report late for examination, will not be given any make-up time.
4. Students who report after the end of the examination, will be marked as absent for the paper.
5. Aligning to the national healthcare protocols<sup>2</sup>, students who are tested positive for COVID-19 and absent from the examination **would not** be required to produce a medical certificate<sup>3</sup>, doctor's letter or recovery memo to cover their absence. Absentees must submit the SMS from MOH or photo evidence of the Ag+ test result.
6. For other medical illnesses, absentees must submit original medical certificates from a medical practitioner who is registered under the Medical Registration Act on the Singapore Medical Council; Website: <https://prs.moh.gov.sg/prs/internet/profSearch/mshowSearchSummaryByName.action?hpe=SMC>. Parents' letters will not be accepted. Absentees without valid reasons will be given a zero mark for the paper.
7. Students are not allowed to go to the restroom within the first and last 30 minutes of the examination. They should use the restroom before the start of the examination.
8. In between papers for the day, students are not allowed to leave the school compound.
9. Students are allowed to leave for home after their last paper for the day. They should not loiter around the school or the neighbourhood.
10. Students are required to bring their own writing and mathematical instruments. There is strictly no sharing of writing and/or mathematical instruments during the examination.
11. Only essential writing materials and authorised materials (e.g. approved calculators and dictionaries) are allowed on the students' desks. All bags, books and unauthorised materials should be placed at the front of the examination venue.
12. Students who commit the following offences will be subjected to heavy disciplinary consequence (including being given zero marks for the paper).
  - Possess unauthorised devices (e.g. mobile phones, smart watches and/or electronic gadgets that can capture, store, display, transmit, and/or receive information), and/or unauthorised reference materials (e.g. study notes and/or formula sheet), and/or non-approved calculators or dictionaries once they are seated within the examination venue;
  - Commit or attempt any act of dishonesty, or supports such acts, e.g. giving answers to or obtaining answers from others;
  - Communicate (e.g. verbal - whisper, and/or non-verbal – signal) during the examination, or at times when communication is prohibited (e.g. when examination materials are being distributed or collected).
  - Exhibit improper conduct or misbehaviour (e.g. not facing the front during examination, disobeying instructions from invigilator, removing examination materials and/or leaving examination venue without permission)

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<sup>2</sup> May change depending on the COVID-19 situation nearer to the examinations.

<sup>3</sup> The duration for the absence recognised will be based on national guidelines during the examinations.

## **DURING THE EXAMINATIONS**

13. Students must not read or write on the question paper and/ or answer booklets until they are told to do so by the invigilator.
14. Students are to listen to the examination instructions read out by the invigilators and read the instructions stated on the question papers.
15. Students should write their answers legibly in black or dark blue ink. Use pencils for shading of Personalised Multiple Choice Answer Sheet (PMCAS). Pens or pencils of other colours may be used for maps and diagrams only.
16. Students are advised to practise good time management and not spend too much time on selected questions at the expense of other questions.
17. Students are advised to read the questions carefully. No marks will be awarded for provision of unnecessary information.

**MANJUSRI SECONDARY SCHOOL**  
**PRELIMINARY EXAMINATIONS SCHEDULE 2022**

**4NT**

Term 3	Date	Time	Stream	Subject Code	Paper No.	Subject Name	Duration	Venue
Wk 3	*During MT lesson		NT NA	1202/1203 1196/1197	3	Basic Chinese / Malay (LC) Chinese / Malay (LC)	0:45	MT rooms
Wk 4	<b>Written Papers</b>							
	Fri 22 Jul	0810 – 0900	NT	1202/1203	1	Basic Chinese / Malay	0:50	ITR1/2
		0810 – 1010	NA	1196/1197	1	Chinese / Malay	2:00	RH
Wk 5	Mon 25 Jul	1110 – 1240	NA	1196/1197	2	Chinese / Malay	1:30	RH
		0810 – 0925	NT	1195	1	English Language	1:15	ITR1/2
		0810 – 1000	NA	1190	1	English Language	1:50	RH
		1110 – 1230	NT	1195	2	English Language	1:20	ITR1/2
	Tue 26 Jul	1110 – 1300	NA	1190	2	English Language	1:50	RH
		0810 – 0940	NT	4046	1	Mathematics	1:30	ITR1/2
	Wed 27 Jul	0810 – 1010	NA	4045	2	Mathematics	2:00	RH
		1110 – 1225	NT	5148	2	Science	1:15	ITR1/2
		0810 – 0940	NT	4046	2	Mathematics	1:30	ITR1/2
	Thu 28 Jul	0810 – 1010	NA	4045	2	Mathematics	2:00	RH
		1110 – 1210	NT	5148	1	Science	1:00	ITR1/2
Wk 6	Mon 1 Aug	S1: 0800 – 0930	NT	7018	2	Computer Applications	1:30	Com Lab 2
		S2: 1030 – 1200	NT	7018	3	Computer Applications	1:30	Com Lab 2
		S1: 0800 – 0930	NT	7018	3	Computer Applications	1:30	Com Lab 2
	Tue 2 Aug	0810 – 0910	NT	7062	1	Design & Technology	1:00	ITR1/2
		0810 – 0940	NT	7066	1	Elements of Business Skills	1:30	ITR1/2
	Wed 3 Aug	0810 – 1110	NT	6128	2	Art	3:00	ITR1/2
		1010 – 1125	NT	7018	1	Computer Applications	1:15	ITR1/2
Wk 6	Thu 4 Aug	Timetabled lessons will proceed as normal (Checking of scripts)						
	Fri 5 Aug							

**NOTE:**

- Students must report to school by 0730 hrs, if you have an examination paper starting before 0900 hrs.
- All examinations will be conducted in ITR 1/2 unless stated otherwise.
- Question paper for Art examination will be distributed to students three weeks prior to the examination.  
Art students are required to bring their own art materials for the examination.

**MANJUSRI SECONDARY SCHOOL**  
**PRELIMINARY EXAMINATIONS SCHEDULE 2022**

**4NA**

Term 3	Date	Time	Stream	Subject Code	Paper No.	Subject Name	Duration	Venue
Wk 3	*During MT lesson		NA	1196/1197	3	Chinese / Malay (LC)	0:45	MT Rooms
Wk 4	Written Papers							
	Fri 22 Jul	0810 – 1010	NA	1196/1197	1	Chinese / Malay	2:00	RH
		1110 – 1240	NA	1196/1197	2	Chinese / Malay	1:30	
Wk 5	Mon 25 Jul	0810 – 1000	NA	1190	1	English Language	1:50	RH
		1110 – 1300	NA	1190	2	English Language	1:50	
	Tue 26 Jul	0810 – 1010	NA	4045	1	Mathematics	2:00	RH
		1110 – 1255	NA	2175/2176	1	Social Studies	1:45	
	Wed 27 Jul	0810 – 1010	NA	4045	2	Mathematics	2:00	RH
		1110 – 1250	NA	2175/2176	2	Geography / History Elective	1:40	
	Thu 28 Jul	0810 – 0925	NA	5105/5107	3 & 4	Science (Chemistry)	1:15	RH
		1025 – 1125	NA	7086	1	Principles of Accounts	1:00	
	Fri 29 Jul	0810 – 0925	NA NA	5105 5107	1 & 2 5 & 6	Science (Physics) Science (Biology)	1:15 1:15	RH
	Wk 6	Mon 1 Aug	0810 – 0940	NA	7055	1	Design & Technology	1:30
0810 – 0940			NA	6073	1	Nutrition & Food Science	1:30	
0810 – 1010			NA	7086	2	Principles of Accounts	2:00	
0810 – 1110			NA	6125	2	Art	3:00	
Tue 2 Aug		0810 – 0910	NA	1190	3	English Language (LC)	1:00	RH
Wed 3 Aug		Timetabled lessons will proceed as normal (Checking of scripts)						
Thu 4 Aug								
Fri 5 Aug								
SBB Students to Note								
Wk 8	Fri 12 Aug	<u>s1</u> : 1315 - 1445 <u>s2</u> : 1515 - 1645	Exp	5076 5078	5	Science (Phy, Chem) (Pract) Science (Chem, Bio) (Pract)	1:30	Science Labs
	Fri 19 Aug	0810 – 1000	Exp	1128	1	English Language	1:50	MPH
Wk 9	Mon 22 Aug	0810 – 1000	Exp	1128	2	English Language	1:50	MPH
		1110 – 1310	Exp	4048	1	Mathematics	2:00	
	Tue 23 Aug	0810 – 1040	Exp	4048	2	Mathematics	2:30	MPH
	Mon 29 Aug	0810 – 1010	Exp	7059	1	Design & Technology	2:00	MPH
	Tue 30 Aug	0810 – 0910	Exp	1128	3	English Language (LC)	1:00	MPH

**NOTE:**

- Students must report to school by 0730 hrs, if you have an examination paper starting before 0900 hrs.
- All examinations will be conducted in Reflection Hall (RH) unless stated otherwise.
- Question paper for Art examination will be distributed to students three weeks prior to the examination.  
Art students are required to bring their own art materials for the examination.
- Students taking the Express-level papers will resume their Sec 4 NA timetabled lessons, after their paper has ended.

**MANJUSRI SECONDARY SCHOOL**  
**PRELIMINARY EXAMINATIONS SCHEDULE 2022**

**4E5N**

Term 3	Date	Time	Subject Code	Paper No.	Subject Name	Duration	Venue	
Wk 6	Thu 4 Aug	<u>S1:</u> 1315 - 1505 <u>S2:</u> 1530 - 1720	6091	3	Physics (Practical)	1:50	Science Labs	
	Fri 5 Aug	<u>S1:</u> 1315 - 1505 <u>S2:</u> 1530 - 1720	6092	3	Chemistry (Practical)	1:50	Science Labs	
Wk 7	Thu 11 Aug	<u>S1:</u> 1315 - 1505 <u>S2:</u> 1530 - 1720	6093	3	Biology (Practical)	1:50	Science Labs	
	Fri 12 Aug	<u>S1:</u> 1315 - 1445 <u>S2:</u> 1515 - 1645	5076 5078	5	Science (Phy, Chem) (Practical) Science (Chem, Bio) (Practical)	1:30	Science Labs	
Wk 8	Written Papers							
	Fri 19 Aug	0810 – 1000	1128	1	English Language	1:50	MPH	
		1110 – 1255	2272/2273	1	Social Studies	1:45		
Wk 9	Mon 22 Aug	0810 – 1000	1128	2	English Language	1:50	MPH	
		1110 – 1310	4048	1	Mathematics	2:00		
	Tue 23 Aug	0810 – 1040	4048	2	Mathematics	2:30	MPH	
		1140 – 1320	2272/2273	2	Geography / History Elective	1:40		
	Wed 24 Aug	0810 – 0925	5076/5078	3	Science (Chemistry)	1:15	MPH	
		0810 – 0955	6092	2	Chemistry	1:45		
		1110 – 1250	2065	1	Literature in English	1:40		
	Thu 25 Aug	1110 – 1325	4049	1	Additional Mathematics	2:15	MPH	
		0810 – 0925	5076	2	Science (Physics)	1:15		
		0810 – 0925	5078	4	Science (Biology)	1:15		
		0810 – 0955	6093	2	Biology	1:45		
	Fri 26 Aug	1110 – 1240	2065	2	Literature in English	1:30	MPH	
		1110 – 1325	4049	2	Additional Mathematics	2:15		
		0810 – 0955	6091	2	Physics	1:45		MPH
		0810 – 1010	7087	2	Principles of Accounts	2:00		
Wk 10	Mon 29 Aug	1110 – 1210	6092	1	Chemistry	1:00	MPH	
		7087	1	Principles of Accounts	1:00			
		0810 – 0910	6091	1	Physics	1:00		
		0810 – 1010	7059	1	Design & Technology	2:00		
	Tue 30 Aug	0810 – 1010	6097	1	Nutrition & Food Science	2:00	MPH	
		0810 – 1110	6123	2	Art	3:00		
		0810 – 0910	1128	3	English Language (LC)	1:00		MPH
		1010 – 1110	5076	1	Science (Phy, Chem)	1:00		
	5078		1	Science (Chem, Bio)	1:00			
	6093		1	Biology	1:00			
Wed 31 Aug	0810 – 1010	1116	1	Higher Chinese	2:00	4D		
	1110 – 1255	1116	2	Higher Chinese	1:45			
	Thu 1 Sep	Teachers' Day Celebrations (School attendance compulsory)						
	Fri 2 Sep	Teachers' Day (School Holiday)						

**NOTE:**

1. Timetabled lessons will proceed as normal on the Science Practical.
2. Students must report to school by 0730 hrs, if you have an examination paper starting before 0900 hrs.
3. All examinations will be conducted in Multi-Purpose Hall (MPH) unless stated otherwise.
4. Question paper for Art examination will be distributed to students three weeks prior to the examination. Art students are required to bring their own art materials for the examination.