



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Chemical and Energy
Engineering

WE WISH YOU
ALL THE BEST
FOR YOUR FINAL EXAM

Sincerely from :
Faculty of Chemical and Energy Engineering Community

ACADEMIC REGULATIONS

Part VII

5.0 Regulations For Final Examination

8.0 Examination Misconducts

9.0 Penalty For Final Examination
Misconducts

5.0 Regulations For Final Examination

- 5.1 Students are advised to be at the designated Examination Hall as stipulated in the examination schedule no later than FIFTEEN (15) minutes before the examination begins.
- 5.2 Students, with the chief invigilator's permission, are allowed to enter the Examination Hall FIFTEEN (15) minutes before the examination begins. Students should enter the room in an orderly manner.
- 5.3 Students who arrive no later than THIRTY (30) minutes after the examination begins will be allowed to sit for the examination but there will be no time extension given for the examination.
- 5.4 Students who arrive THIRTY (30) minutes or more after the examination begins will not be allowed to enter the Examination Hall and take the examination.
- 5.5 Students are not allowed to leave the Examination Hall within the first THIRTY (30) minutes after the examination begins and FIFTEEN (15) minutes before the examination ends. If a student needs to temporarily leave the Examination Hall between the time stated above, he/she will have to seek permission from an Invigilator. The Invigilator will record the student's name and time of exit and entry.
- 5.6 Students are required to bring: 5.6.1 course registration slip; and 5.6.2 matric card or MyKad/passport to the Examination Hall and place these documents on the top right-hand corner of the their tables to be checked by the Invigilator.
- 5.7 Students who do not have their course registration slip and student matric card or MyKad/passport will not be allowed to take the examination unless written consent is obtained from the examination supervisor.

8.0 Examination Misconducts

8.1 Students shall not be involved in any of the following examination misconduct:

- 8.1.1 give and/or receive and/or own any information in electronic, printed or any other form which is not permitted during the examination whether within or outside the Examination Hall unless allowed by the chief invigilator; or
- 8.1.2 use the obtained information as listed above for the purpose of answering the examination questions; or
- 8.1.3 cheat, attempt to cheat or act in a manner that is construed as cheating during an examination; or
- 8.1.4 other misconducts as stated by the University (for example making noise, interfering with other students, preventing the Invigilator from performing his duties).

9.0 Penalty For Final Examination Misconducts

9.1 If a student violated the rules and regulations of the examination as in Item 8.0 and is found guilty by the Academic Committee of the Faculty, the Senate can take any of the following action:-

- 9.1.1 award ZERO (0) mark for the course (inclusive of coursework); or
- 9.1.2 award ZERO (0) mark for all the courses registered in that semester

9.2 The Academic Committee of the Faculty may recommend disciplinary action pursuant to the provisions of the Universities and University Colleges Act 1971, Universiti Teknologi Malaysia (Discipline of Students) Rules 1999 and any provisions and acts which are in force depending on the extent of offences committed by students.

9.3 Students who have been found to violate the rules for the second time will be dealt with item 9.1.2 and proposed to receive disciplinary action in accordance to the Universities and University Colleges Act 1971, Universiti Teknologi Malaysia (Discipline of Students) Rules 1999 and any provisions and acts which are in force.

[illegible]



PANDUAN MENDUDUKI PEPERIKSAAN “EXAMINATION GUIDE”



CALON HENDAKLAH MEMBAWA :

- KAD MATRIK @ KAD PENGENALAN
- SLIP PEPERIKSAAN
- ALAT TULIS

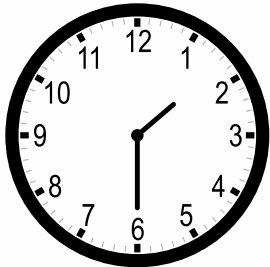
CANDIDATES SHOULD BRING :

- MATRIC CARD @ IDENTIFICATION CARD
- EXAMINATION SLIP
- STATIONERY



SILA RUJUK PAPAN NOTIS UNTUK MENGETAHUI NOMBOR MEJA.

“PLEASE REFER THE NOTICE BOARD TO KNOW YOUR SEAT NUMBER.”



CALON HENDAKLAH HADIR 15 MINIT AWAL SEBELUM PEPERIKSAAN BERMULA.

“CANDIDATES SHOULD BE PRESENT 15 MINUTES BEFORE THE EXAMINATION STARTS.”



CALON TIDAK DIBENARKAN KELUAR DARI DEWAN/BILIK PEPERIKSAAN 30 MINIT SELEPAS PEPERIKSAAN BERMULA DAN 30 MINIT SEBELUM PEPERIKSAAN BERAKHIR.

“CANDIDATES ARE NOT ALLOWED TO LEAVE THE EXAMINATION HALL/ROOM 30 MINUTES AFTER THE EXAMINATION STARTS AND 30 MINUTES BEFORE THE EXAMINATION ENDS.”



DILARANG MEMBAWA SEBARANG NOTA ATAU BAHAN TERLARANG KE DEWAN/BILIK PEPERIKSAAN. JIKA TERTANGKAP, HUKUMAN TATATERTIB AKAN DIKENAKAN.

“IT IS PROHIBITED TO BRING ANY NOTES OR PROHIBITED MATERIALS INTO THE EXAMINATION HALL/ROOM. IF CAUGHT, DISCIPLINARY PUNISHMENT WILL BE IMPOSED.”



SILA PASTIKAN TELEFON BIMBIT ANDA DALAM NADA ‘SENYAP’ DAN DILETAKKAN DALAM BEG. SILA PASTIKAN BEG DILETAKKAN DI DALAM DAN HADAPAN DEWAN PEPERIKSAAN

“PLEASE MAKE SURE YOUR HAND PHONE IS ON ‘SILENT’ AND PUT IT IN YOUR BAG. MAKE SURE YOU PUT YOUR BAG IN FRONT AND INSIDE THE EXAMINATION HALL”



DILARANG MEMAKAI JAM PINTAR ATAU PERANTI ELEKTRONIK PADA ANGGOTA. SEKIRANYA ADA, SILA TUTUP DAN MASUKKAN DALAM BEG ANDA.

“IT IS PROHIBITED FOR MEMBERS TO WEAR SMARTWATCHES OR ELECTRONIC DEVICES. IF THERE IS ONE, PLEASE TURN IT OFF AND PUT IT IN YOUR BAG.”



SILA PATUHI PANDUAN KOD ETIKA PAKAIAN PELAJAR UTM.

“PLEASE FOLLOW THE UTM STUDENT DRESS CODE ETHICS.”

GOOD LUCK IN YOUR EXAMINATION

Sincerely from all members

Faculty of Chemical and Energy Engineering