

Special Guidelines for Examination at the CDCE during the Covid 19 pandemic situation

Before starting the examination

- Examination will be held in the main hall of Center for Distance and Continuing Education (CDCE) of the University of Peradeniya. **Make sure to arrive at the CDCE (entry locations) 30 min before the commencement of the examination.**
- Student must wear a surgical/ K95 face mask covering both nose and mouth. Masks should not be removed and kept on the desk/paper at any time.
- **DON'T forget** to maintain a two-meter social distancing during your stay at the entrance to the examination hall.
- Students should bring an extra mask with them along with a shopping bag for soiled masks, if there is a need to change it during the exam.
- Make sure that required **stationary/equipment** (a pencil, an eraser, three pens, calculators, etc.) **for the examination, admission card and the documents to prove your identity (record book/identity card)** are brought along with you to the examination center. **Only** the above listed materials are allowed into the examination center. No pencil cases or bags allowed inside. You are allowed to bring your own drinking water.
- Body temperature of each student shall be checked at the main entrance by the security. Your cooperation with the security will be highly appreciated as all these measures are taken for your well-being.
- **If you feel sick**, before entering the CDCE premises **contact respective officials over the phone (0812394000)**.
- **Meetings, gatherings, group discussions or visiting any other buildings before the examination are strictly prohibited.**
- Designated paths are assigned to enter and exit examination center. Please go to your examination center according to the directions given by sign boards.
- Your identity and admission cards will be checked at the counter established near the entrance of the examination hall.
- After entering to the examination hall, be seated at designated places. No communication among students within the examination center is allowed. Total silence must be maintained. The guidelines provided by the supervisor at the examination center must be followed.
- Answer books and question papers will be placed at your desks in advance.
- **You are strictly advised NOT TO TOUCH the materials on the table without instructions of the Supervisor. Violations will be considered as examination offence.**

During the examination

- Students are not permitted to exchange any material (pens, pencils, drawing clips, erasers, calculators, etc.) at the examination center.
- You should provide answers for question papers based on your knowledge and no additional clarifications during the examination are provided.
- If you feel sick, inform to the supervisor/invigilators of the examination by raising your hand. Until they take necessary actions, you must remain at your seat.

After completion of the examination

- Students must tie up all the answer scripts along with additional sheets (used and unused) and the question paper.
- Students should leave from the examination hall in an orderly manner, alone with your answer script and leave it in to the assigned box under the supervision of the supervisor/invigilators.
- All the students must leave the CDCE premises immediately through the respective designated paths while maintaining the social distancing rules.
- **Meetings, gatherings, group discussions or visiting any other buildings after the examination are strictly prohibited.**

Overseas Students

The students who are attending the examination at the Embassies must follow all the regulations related to embassy premises.]