



ST JOSEPH'S  
COLLEGE MILDURA

20 May 2024

**ENRIGHT CAMPUS**  
154 TWELFTH STREET  
MILDURA VICTORIA 3500

**MERCY CAMPUS**  
CORNER RIVERSIDE AVENUE  
& ELEVENTH STREET  
MILDURA VICTORIA 3500

**LANGTREE CAMPUS**  
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MILDURA VICTORIA 3500

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Dear St Joseph's College families

### Exams – Year 9 Students

Your child will be undertaking exams for Maths and English on Monday June 24, 2024. The exam process is important in your child's educational journey and we would like you to find time to discuss some of the expectations below. Each student has been emailed their individual exam timetable. **Students will be emailed a copy of their individual exam timetable for their own reference during exam week.**

Students in Year 9 will be completing exams for their English and Maths classes. Both exams will take place in the Sacred Heart Hall. Year 9 students will complete a supervised study session on site at the Enright Campus between the two exams with their regular Period 2 teacher for a Monday. Year 9 classes will run as per their normal timetable for the remainder of the week, commencing with Period 5 on Monday afternoon. Year 9 students will need to attend homeroom as normal before moving to the hall for the first exam at 9.10 am.

### Exam Absence

As a rule, if a student is unable to attend a scheduled exam, alternative arrangements will not be made. If you require an exam to be changed for medical reasons, an Exam Variation form (available from the Library or on SIMON – Students on SJC Hub) needs to be completed by the student and signed by their parents.

### Exam Rules/Procedures

Students should check the time and venue of the exam one day prior to it taking place. If there are any special requirements for the exam (e.g. calculator, dictionary, atlas, protractor, compass, coloured pencils, etc.) these should be organised and ready for the student to take with them on the scheduled day.

Teachers have been asked to ensure that all exams provide a level of challenge that will mean students will need to use the entire time allocated to complete the exam to a satisfactory standard. However, students may take reading material with them in case they finish their exam early. Water bottles are allowed, but only clear bottles with no labels are permitted. Pencil cases are not allowed in the Exam Hall, students must carry their stationery or bring it in a clear plastic pocket.

No student is permitted to leave the examination early. If you finish early, and you have checked through your answers, you must remain in your seat, facing the front, and must continue to avoid communication with other students. When given the signal, you may begin to read through your examination booklet. Please carefully read all instructions and follow them precisely.

Mobile phones and other electronic devices, capable of being programmed with text, are not permitted in the examination room. Please leave these in your locker with your bag.

Calculators are permitted in the Maths exam as it requires a calculator and an English language dictionary in their English exam. **It is your responsibility to check with your teacher what materials/calculators are allowed and to have calculators fully charged.**

At no time during the examination session is any student permitted to communicate in any way, with any other student. If you have a problem and you need to speak to a supervisor, please raise your hand, if the supervisors do not notice your hand up you may stand next to your chair.

Should you have any further queries, please contact Mr Emmet Brown at the college on 5018 8000 or email [ebrown@sjcnda.vic.edu.au](mailto:ebrown@sjcnda.vic.edu.au).

Yours sincerely

A handwritten signature in cursive script that reads "Emmet Brown".

**Mr Emmet Brown**

Director of Learning and Teaching