



Instructions to Examination Candidates

International College, King Mongkut's Institute of Technology Ladkrabang

1. Candidates are required to arrive at the examination venue on time. Those arriving later than 30 minutes after the examination begins will not be permitted to enter the examination room.
2. Candidates may not leave the examination room before 45 minutes after the examination begins.
3. Undergraduate candidates are required to wear a proper student uniform. Those wearing inappropriate attire (including flip flops, “shop” jackets, or jeans) will not be allowed to enter the examination room.
4. Candidates are required to bring their student ID cards to the examination. Those who have lost or forgotten to bring their student ID cards must obtain an examination permit from the Office of the Registrar to be used in place of their student ID cards.
5. Candidates' personal belongings (such as bags, laptops etc.) should be placed in front of the examination room or in the area designated by the exam proctor. Candidates are advised not to bring valuable belongings to the exam. The University will not be responsible for the loss or damage of any belongings left outside the examination room.
6. A mobile phone and any other communication device (including any wearable with communication capabilities, such smartwatches, smart wristbands, etc.), if brought into the examination room, must be switched off and handed over to the exam proctor, and be collected back when the candidate submits their examination paper.
7. Calculators may be used only in an examination that permits their usage.
8. Candidates may not borrow anything from other candidates.
9. Candidates may not bring any note into the examination room, except for what the examination permits.
10. Candidates who require a toilet visit during the examination period must request for permission from the exam proctor. Those who have left the examination room without permission from the exam proctor will not be permitted to re-enter the room.
11. Any candidate who has been found to have committed any act of dishonesty during an examination will be subject to the disciplinary action as prescribed in the University's regulation, including (but not limited to) the following:
 - 11.1. In case of the candidate's first incident of dishonest acts (since entering the university), the candidate's examination results for all courses in the current semester will be nullified and the candidate will be suspended from the University in the next regular semester.
 - 11.2. In case of the candidate's second incident of dishonest acts, the candidate's student status will be terminated and the incident be recorded on the candidate's transcript.