THE KENYA NATIONAL EXAMINATIONS COUNCIL

REVISED 2020 KCSE EXAMINATION TIMETABLE, INSTRUCTIONS & GUIDELINES

KNEC/TD/SE/KCSE/TT/20/008/REVISED

1.0 TIMINGS OF PAPERS IN THE 2020 KCSE EXAMINATION AND INSTRUCTIONS TO SUPERVISORS, INVIGILATORS, TEACHERS & CANDIDATES

1.1 All first session examination papers will start at **8.00 a.m.** The start time for second session examination papers is as indicated on the timetable.

1.2 The time allowed for each paper is indicated against the name of the paper and ***NO EXTRA TIME IS TO BE ALLOWED***. In case of any discrepancy, the time stated on the question paper should be taken as the correct one. Time for reading through questions is part of the time shown on the question paper except where special paper instructions indicate otherwise.

1.3 Supervisors and Invigilators are asked to ensure that candidates have written their **names, index numbers** and have signed on their answer scripts before they collect the answer scripts from each candidate while the candidates are advised to ensure that they only take the subjects they are registered for.

1.4 Schools should upload marks for subjects with a Project component by **30th October 2020** for Milestone 1 and **31st January 2021** for Milestone 2 where applicable.

2.0 DAYS, DATES, SESSIONS AND DURATION OF 2020 KCSE EXAMINATION PAPERS

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.1	JANUARY 2020 TO MARCH 2020 AND OCTOBER 2020 TO JANUARY 2021		1.	442/3 Art and Design (Project)	7 months
			2.	443/3 Agriculture (Project)	7 months
			3.	444/2 Woodwork (Project)	7 months
			4.	445/2 Metalwork (Project)	7 months
			5.	446/2 Building Construction (Project)	7 months
			6.	451/3 Computer Studies (Project)	7 months
2.2	MONDAY 08/03/2021 TO FRIDAY 12/03/2021		7.	501/3 French (Oral & Braille)	15 minutes per candidate
			8.	502/3 German (Oral)	
			9.	503/3 Arabic (Oral)	
			10.	504/3 Kenyan Sign Language (Practical Signing Skills)	
			11.	511/1 Music (Practical)	
2.3	THURSDAY 11/03/2021		12.	441/3 Practical Planning Session Home Science (Foods and Nutrition)	30 minutes
			13.	441/3 Practical Planning Session Home Science (Foods and Nutrition) Large print	30 minutes
			14.	441/3 Practical Planning Session Home Science (Foods and Nutrition) Braille	1 hour
2.4	TUESDAY 16/03/2021 TO THURSDAY 18/03/2021		15.	441/3 Home Science – Foods and Nutrition (Practical)	1 hour 15 minutes
			16.	441/3 Home Science – Foods and Nutrition (Practical) Large Print	1 hour 15 minutes
			17.	441/3 Home Science – Foods and Nutrition (Practical) Braille	1 hour 45 minutes

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.5	FRIDAY 19/03/2021	8.00 am – 10.45 am *(1st session)*	18.	501/1 French (Listening Comprehension Dictation and Composition)	2 hours 45 minutes
		8.00 am – 11.15 am *(1st session)*	19.	501/1 French (Listening Comprehension Dictation and Composition) Braille	3 hours 15 minutes
		8.00 am – 10.00 am *(1st session)*	20.	502/1 German (Listening Comprehension and Composition)	2 hours
		8.00 am – 10.30 am *(1st session)*	21.	503/2 Arabic (Grammar, Comprehension and Composition)	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	22.	503/2 Arabic (Grammar, Comprehension and Composition) Large print	2 hours 30 minutes
		8.00 am – 10.00 am *(1st session)*	23.	504/1 Kenyan Sign Language (Receptive Skills)	2 hours
		8.00 am – 10.30 am *(1st session)*	24.	511/3 Music	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	25.	511/3 Music Large print	2 hours 30 minutes
		8.00 am – 11.00 am *(1st session)*	26.	511/3 Music Braille	3 hours
		11.15 am - 11.45 am		BREAK	30 minutes
		11.45 am – 1.15 pm *(2nd session)*	27.	501/2 French (Reading Comprehension and Grammar)	1 hour 30 minutes
		11.45 am – 1.15 pm *(2nd session)*	28.	501/2 French (Reading Comprehension and Grammar) Large print	1 hour 30 minutes
		11.45 am – 1.45 pm *(2nd session)*	29.	501/2 French (Reading Comprehension and Grammar) Braille	2 hours
		11.45 am – 2.15 pm *(2nd session)*	30.	502/2 German (Grammar and Reading Comprehension)	2 hours 30 minutes
		11.45 am – 2.15 pm *(2nd session)*	31.	502/2 German (Grammar and Reading Comp.) Large print	2 hours 30 minutes
		11.45 am – 12.35 pm *(2nd session)*	32.	503/1 Arabic (Listening Comprehension and Dictation)	50 minutes
		11.45 am – 1.15 pm *(2nd session)*	33.	504/2 Kenyan Sign Language (Language Use)	1 hour 30 minutes
		11.45 am – 12.35 pm *(2nd session)*	34.	511/2 Music (Aurals)	50 minutes
2.6	THURSDAY 25/03/2021	**REHEARSAL DAY**			
2.7	FRIDAY 26/03/2021	8.00 am – 10.00 am *(1st session)*	35.	101/1 English (Functional Skills)	2 hours
		8.00 am – 10.00 am *(1st session)*	36.	101/1 English (Functional Skills) Large Print	2 hours
		8.00 am – 10.30 am *(1st session)*	37.	101/1 English (Functional Skills) Braille	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	38.	101/1 English (Hearing Impaired)	2 hours 30 minutes
		10.30 am - 11.00 am		BREAK	30 minutes
		11.00 am – 1.30 pm *(2nd session)*	39.	101/2 English (Comprehension, Literary Appreciation & Grammar)	2 hours 30 minutes
		11.00 am – 1.30 pm *(2nd session)*	40.	101/2 English (Comprehension, Literary Appreciation & Grammar) Large print	2 hours 30 minutes
		11.00 am – 2.00 pm *(2nd session)*	41.	101/2 English (Comprehension, Literary Appreciation & Grammar) Braille	3 hours

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		11.00 am – 2.00 pm ***(2nd session)***	42.	**101/2 English (Hearing Impaired)**	**3 hours**
2.8	**MONDAY 29/03/2021**	**8.00 am – 10.30 am** ***(1st session)***	43.	**121/1 Mathematics Alt. A**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	44.	**121/1 Mathematics Alt. A Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	45.	**121/1 Mathematics Alt. A Braille**	**3 hours**
		8.00 am – 10.30 am ***(1st session)***	46.	**122/1 Mathematics Alt. B**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	47.	**122/1 Mathematics Alt. B Large Print**	**2 hours 30 minutes**
		11.00 am - 11.30 am		**BREAK**	**30 minutes**
		11.30 am – 1.30 pm ***(2nd session)***	48.	**233/1 Chemistry**	**2 hours**
		11.30 am – 1.30 pm ***(2nd session)***	49.	**233/1 Chemistry Large print**	**2 hours**
2.9	**TUESDAY 30/03/2021**	**8.00 am – 10.30 am** ***(1st session)***	50.	**101/3 English (Creative Composition and Essays based on Set Texts)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	51.	**101/3 English (Creative Composition and Essays based on Set Texts) Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	52.	**101/3 English (Creative Composition and Essays based on Set Texts) Braille**	**3 hours**
		8.00 am – 11.00 am ***(1st session)***	53.	**101/3 English (Hearing Impaired)**	**3 hours**
		11.00 am–11.30 am		**BREAK**	**30 minutes**
		11.30 am – 1.30 pm **(2nd session)**	54.	**233/2 Chemistry**	**2 hours**
		11.30 am – 1.30 pm **(2nd session)**	55.	**233/2 Chemistry Large print**	**2 hours**
		11.30 am – 2.00 pm **(2nd session)**	56.	**237/1 General Science**	**2 hours 30 minutes**
		11.30 am – 2.00 pm **(2nd session)**	57.	**237/1 General Science Large print**	**2 hours 30 minutes**
2.10	**WEDNESDAY 31/03/2021**	**8.00 am – 9.45 am** ***(1st session)***	58.	**102/1 Kiswahili (Insha)**	**1 hour 45 minutes**
		8.00 am – 9.45 am **(*1st session)***	59.	**102/1 Kiswahili (Insha) Large Print**	**1hour 45 minutes**
		8.00 am – 10.15 am ***(1st session)***	60.	**102/1 Kiswahili (Insha) Braille**	**2 hours 15 minutes**
		10.15 am - 10.45 am		**BREAK**	**30 minutes**
		10.45 am – 1.15 pm ***(2nd session)***	61.	**102/2 Kiswahili (Lugha)**	**2 hours 30 minutes**
		10.45 am – 1.15 pm ***(2nd session)***	62.	**102/2 Kiswahili (Lugha) Large print**	**2 hours 30 minutes**
		10.45 am – 1.45 pm ***(2nd session)***	63.	**102/2 Kiswahili (Lugha) Braille**	**3 hours**
2.11	**THURSDAY 01/04/2021**	**8.00 am – 10.15 am** **(*1st session)***	64.	**233/3 Chemistry (Practical)**	**2 hours 15 minutes**
		8.00 am–10.15 am **(*1st session)***	65.	**233/3 Chemistry (Practical) Large print**	**2 hours 15 minutes**

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.12	TUESDAY 06/04/2021	8.00 am – 10.30 am *(1st session)*	66.	121/2 Mathematics Alt. A	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	67.	121/2 Mathematics Alt. A Large Print	2 hours 30 minutes
		8.00 am – 11.00 am *(1st session)*	68.	121/2 Mathematics Alt. A Braille	3 hours
		8.00 am – 10.30 am *(1st session)*	69.	122/2 Mathematics Alt. B	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	70.	122/2 Mathematics Alt. B Large Print	2 hours 30 minutes
		11.00 am - 11.30 am		BREAK	30 minutes
		11.30 am – 1.30 pm (2nd session)	71	231/1 Biology	2 hours
		11.30 am – 1.30 pm (2nd session)	72.	231/1 Biology Large print	2 hours
		11.30 am – 2.00 pm (2nd session)	73.	236/1 Biology (For the Blind) Braille	2 hours 30 minutes
2.13	WEDNESDAY 07/04/2021	8.00 am – 10.30 am *(1st session)*	74.	102/3 Kiswahili (Fasihi)	2 hours 30 minutes
		8.00 am – 10.30 am *(1st session)*	75.	102/3 Kiswahili (Fasihi) Large print	2 hours 30 minutes
		8.00 am – 11.00 am *(1st session)*	76.	102/3 Kiswahili (Fasihi) Braille	3 hours
		11.00 am – 11.30 am		BREAK	30 minutes
		11.30 am – 2.00 pm *(2nd session)*	77.	313/1 Christian Religious Education	2 hours 30 minutes
		11.30 am – 2.00 pm *(2nd session)*	78.	313/1 Christian Religious Education Large print	2 hours 30 minutes
		11.30 am – 2.30 pm *(2nd session)*	79.	313/1 Christian Religious Education Braille	3 hours
		11.30 am – 2.00 pm *(2nd session)*	80.	314/1 Islamic Religious Education	2 hours 30 minutes
		11.30 am – 2.00 pm *(2nd session)*	81.	314/1 Islamic Religious Education Large print	2hours 30 minutes
		11.30 am – 2.30 pm *(2nd session)*	82.	314/1 Islamic Religious Education Braille	3 hours
		11.30 am – 2.00 pm *(2nd session)*	83.	315/1 Hindu Religious Education	2 hours 30 minutes
		11.30 am – 2.00 pm *(2nd session)*	84.	315/1 Hindu Religious Education Large print	2 hours 30 minutes
		11.30 am – 2.30 pm *(2nd session)*	85.	315/1 Hindu Religious Education Braille	3 hours
2.14	THURSDAY 08/04/2021	8.00 am – 10.00 am *(1st session)*	86.	231/2 Biology	2 hours
		8.00 am – 10.00 am *(1st session)*	87.	231/2 Biology Large print	2 hours
		8.00 am – 10.30 am *(1st session)*	88.	236/2 Biology (For the Blind) Braille	2 hours 30 minutes
		10.30 am – 11.00 am		BREAK	30 minutes
		11.00 am – 1.30 pm *(2nd session)*	89.	311/1 History and Government	2 hours 30 minutes
		11.00 am – 1.30 pm *(2nd session)*	90.	311/1 History and Government Large print	2 hours 30 minutes

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		11.00 am – 2.00 pm ***(2nd session)***	91.	**311/1 History and Government Braille**	**3 hours**
2.15	**FRIDAY 09/04/2021**	**8.00 am – 9.45 am** ***(1st session)***	92.	**231/3 Biology (Practical)**	**1 hour 45 minutes**
		8.00 am – 9.45 am ***(1st session)***	93.	**231/3 Biology (Practical) Large print**	**1 hour 45 minutes**
		8.00 am – 10.15 am ***(1st session)***	94.	**236/3 Biology (Practical for Blind** Candidates) Braille	**2 hours 15 minutes**
2.16	**MONDAY 12/04/2021**	**8.00 am – 10.30 am** ***(1st session)***	95.	**313/2 Christian Religious Education**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	96.	**313/2 Christian Religious Education Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	97.	**313/2 Christian Religious Education Braille**	**3 hours**
		8.00 am – 10.30 am ***(1st session)***	98.	**314/2 Islamic Religious Education**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	99.	**314/2 Islamic Religious Education Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	100.	**314/2 Islamic Religious Education Braille**	**3 hours**
		8.00 am – 10.30 am ***(1st session)***	101.	**315/2 Hindu Religious Education**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	102.	**315/2 Hindu Religious Education Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	103.	**315/2 Hindu Religious Education Braille**	**3 hours**
		11.00 am–11.30 am		**BREAK**	**30 minutes**
		11.30 am – 1.30 pm **(2nd session)**	104.	**311/2 History and Government**	**2 hours 30 minutes**
		11.30 am – 1.30 pm **(2nd session)**	105.	**311/2 History and Government Large print**	**2 hours 30 minutes**
		11.30 am – 2.00 pm **(2nd session)**	106.	**311/2 History and Government Braille**	**3 hours**
2.17	**TUESDAY 13/04/2021**	**8.00 am – 10.00 am** ***(1st session)***	107.	**232/1 Physics**	**2 hours**
		8.00 am – 10.00 am ***(1st session)***	108.	**232/1 Physics Large Print**	**2 hours**
		8.00 am – 10.30 am ***(1st session)***	109.	**237/2 General Science**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	110.	**237/2 General Science Large print**	**2 hours 30 minutes**
		10.30 am – 11.00 am		**BREAK**	**30 minutes**
		11.00 am – 1.45 pm **(2nd session)**	111.	**312/1 Geography**	**2 hours 45 minutes**
		11.00 am – 1.45 pm **(2nd session)**	112.	**312/1 Geography Large print**	**2 hours 45 minutes**
		11.00 am – 2.15 pm **(2nd session)**	113.	**312/1 Geography Braille**	**3 hours 15 minutes**
2.18	**WEDNESDAY 14/04/2021**	**8.00 am – 10.00 am** ***(1st session)***	114.	**565/1 Business Studies**	**2 hours**
		8.00 am – 10.00 am ***(1st session)***	115.	**565/1 Business Studies Large print**	**2 hours**
		8.00 am – 10.30 am ***(1st session)***	116.	**565/1 Business Studies Braille**	**2 hours 30 minutes**

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		10.30 am – 11.00 am		**BREAK**	**30 minutes**
		11.00 am – 1.00 pm *(2nd session)*	117.	**443/1 Agriculture**	**2 hours**
		11.00 am – 1.00 pm *(2nd session)*	118.	**443/1 Agriculture Large print**	**2 hours**
		11.00 am – 1.30 pm *(2nd session)*	119.	**443/1 Agriculture Braille**	**2 hours 30 minutes**
2.19	**THURSDAY 15/04/2021**	**8.00 am – 10.00 am** *(1st session)*	120.	**232/2 Physics**	**2 hours**
		8.00 am – 10.00 am *(1st session)*	121.	**232/2 Physics Large print**	**2hours**
		10.00 am - 10.30 am		**BREAK**	**30 minutes**
		10.30 am – 1.15 pm (2nd session)	122.	**312/2 Geography**	**2 hours 45 minutes**
		10.30 am – 1.15 pm (2nd session)	123.	**312/2 Geography Large print**	**2 hours 45 minutes**
		10.30 am – 1.45 pm (2nd session)	124.	**312/2 Geography Braille**	**3 hours 15 minutes**
2.20	**FRIDAY 16/04/2021**	**8.00 am – 10.30 am** *(1st session)*	125.	**232/3 Physics (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	126.	**232/3 Physics (Practical) Large print**	**2 hours 30 minutes**
2.21	**MONDAY 19/04/2021**	**8.00 am – 10.30 am** *(1st session)*	127.	**565/2 Business Studies**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	128.	**565/2 Business Studies Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am *(1st session)*	129.	**565/2 Business Studies Braille**	**3 hours**
		11.00 am - 11.30 am		**BREAK**	**30 minutes**
		11.30 am – 1.30 pm *(2nd session)*	130.	**443/2 Agriculture**	**2 hours**
		11.30 am – 1.30 pm *(2nd session)*	131.	**443/2 Agriculture Large print**	**2 hours**
		11.30 am – 2.00 pm *(2nd session)*	132.	**443/2 Agriculture Braille**	**2 hours 30 minutes**
2.22	**TUESDAY 20/04/2021**	**8.00 am – 10.30 am** *(1st session)*	133.	**441/1 Home Science**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	134.	**441/1 Home Science Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am *(1st session)*	135.	**441/1 Home Science Braille**	**3 hours**
		8.00 am – 9.30 am *(1st session)*	136.	**442/1 Art and Design**	**1 hour 30 minutes**
		8.00 am – 9.30 am *(1st session)*	137.	**442/1 Art and Design Large print**	**1 hour 30 minutes**
		8.00 am – 10.30 am *(1st session)*	138.	**444/1 Woodwork**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	139.	**444/1 Woodwork Large print**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	140.	**445/1 Metalwork**	**2 hours 30 minutes**
		8.00 am – 10.30 am *(1st session)*	141.	**445/1 Metalwork Large print**	**2 hours 30 minutes**

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		8.00 am – 10.30 am ***(1st session)***	142.	**446/1 Building Construction**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	143.	**446/1 Building Construction Large print**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	144.	**448/1 Electricity**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	145.	**448/1 Electricity Large print**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	146.	**450/1 Aviation Technology**	**2 hours 30 minutes**
		11.00 am - 11.30 am		**BREAK**	**30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	147.	**447/1 Power Mechanics**	**2 hours 30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	148.	**447/1 Power Mechanics Large print**	**2 hours 30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	149.	**449/1 Drawing and Design**	**2 hours 30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	150.	**449/1 Drawing and Design Large print**	**2 hours 30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	151.	**451/1 Computer Studies**	**2 hours 30 minutes**
		11.30 am – 2.00 pm ***(2nd session)***	152.	**451/1 Computer Studies Large print**	**2 hours 30 minutes**
2.23	**WEDNESDAY 21/04/2021**	**8.00 am – 10.30 am** ***(1st session)***	153.	**441/2 Home Science – Clothing Construction (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	154.	**441/2 Home Science – Clothing Construction (Practical) Large print**	**2 hours 30 minutes**
		8.00 am – 11.00 am ***(1st session)***	155.	**441/2 Home Science – Clothing Construction (Practical) Braille**	**3 hours**
		8.00 am – 12.00 noon ***(1st session)***	156.	**442/2 Art and Design (Practical)**	**4 hours**
		8.00 am – 12.00 noon ***(1st session)***	157.	**442/2 Art and Design (Practical) Large print**	**4 hours**
		8.00 am – 10.30 am ***(1st session)***	158.	**447/2 Power Mechanics (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	159.	**447/2 Power Mechanics (Practical) Large print**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	160.	**448/2 Electricity (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	161.	**448/2 Electricity (Practical) Large print**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	162.	**449/2 Drawing and Design (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	163.	**450/2 Aviation Technology (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	164.	**451/2 Computer Studies (Practical)**	**2 hours 30 minutes**
		8.00 am – 10.30 am ***(1st session)***	165.	**451/2 Computer Studies (Practical) Large print**	**2 hours 30 minutes**

3.0 INSTRUCTIONS AND GUIDELINES TO TEACHERS AND CANDIDATES

3.1 INSTRUCTIONS TO TEACHERS

Teachers are advised to ensure that the candidates read these instructions and guidelines carefully and adhere to them. The candidates should be made aware of the penalties for examination irregularities or misconduct.

3.2 INSTRUCTIONS TO CANDIDATES

3.2.1 Avail yourself for searching outside the examination room and be seated at your desk/table **15 minutes** before the time fixed for the examination in the various papers. The first session will start at **8.00 a.m.** followed by the second session as indicated on the timetable.

3.2.2 A candidate who arrives late will be required to give a satisfactory reason to the Supervisor. Only in exceptional circumstances will a paper be given to any candidate who is more than **half an hour** late. Absolute punctuality is essential for all papers.

3.2.3 Check the question paper you have been given to confirm that it is the paper you registered for.

3.2.4 If an examination paper for which you are not registered is handed to you, or if the questions indicate that a map or other material should also have been provided, inform the Supervisor at once.

3.2.5 Attend carefully to any general instructions that may be given on the first page of a paper, e.g. instructions limiting the number of questions that should be answered.

3.2.6 Check to ensure that each page of your question paper is printed.

3.2.7 Write your name, index number, sign and write the date of the examination on the answer booklet.

3.2.8 Write on both sides of the paper, but do not use the margins. Begin the answer to each separate part of a question on a fresh line.

3.2.9 Write the number of the question clearly in the left-hand margin at the beginning of each answer. Do not copy the question. Be careful to use the same system of numbering as appears in the question paper. Leave a blank line after the answer to each question.

3.2.10 Write your responses in ***black or blue*** ink. You may use fountain pen or ball point pen. Pencils should only be used for diagrams. Bring mathematical and drawing instruments for subjects for which they will be needed.

3.2.11 Read each question carefully. A lot of time may be wasted in writing down information that is not asked for and no marks will be given for it.

3.2.12 Do not spend too much time on one or two questions. Leave yourself adequate time to answer other questions.

3.2.13 As soon as notice is given to stop, make sure your name, index number, signature and the date of the examination are written on the answer booklet and then hand it over to the supervisor/ invigilator.

3.3 CAUTION TO CANDIDATES

3.3.1 You are not allowed to leave the examination room before the end of the period allocated to the paper except with special permission from the Supervisor**. No candidate so permitted to leave may take a question paper or answer booklet out of the examination room.**

3.3.2 Do not leave a sheet of paper you have written on or your answers in such a position that another candidate can read them. You should not give or obtain unfair assistance, or attempt to do so, whether by copying or in any other way, and your work should not show proof of such unfair assistance.

3.3.3 No communication whatsoever in whatever manner between candidates or with outsiders is allowed during the examination.

3.3.4 You are not allowed to have in your possession or in your proximity while in the examination room, any book, notes, papers or any other materials whatsoever except the correct question papers and any materials expressly authorized by the Kenya National Examinations Council.

3.3.5 You may only use mathematical tables printed by the Kenya National Examinations Council, and these should not contain any additional notes except the printed information. If you are using a calculator as permitted by the Regulations, it should be the specified nonprogrammable calculator. If in doubt, check with the Supervisor. Calculators may be used in the following subjects Mathematics, Biology, Physics, Chemistry, Agriculture, Woodwork, Metalwork, Building Construction, Power Mechanics, Electricity, Drawing & Design, Aviation Technology, Computer Studies and Business Studies.

3.3.6 You must return immediately to the Supervisor any question paper that has smudges, errors or is badly printed.

3.3.7 You must not take any used or unused paper out of the examination room. Any rough work must be done on the official answer booklet and, if not to be submitted with the answers, must be left on the desk to be collected by the Supervisor and destroyed.

3.3.8 Any misconduct or causing of disturbance in or near the examination room will be treated as an examination irregularity.

3.3.9 For practical papers to be taken in shifts, all candidates taking the examination must avail themselves for confinement. Any candidate who does not present him/herself for confinement will have committed an examination irregularity.

3.3.10 Cell phones or any other electronic communication device are prohibited in examination centres. Any candidate found in possession of a cell phone or any other electronic communication device will have his or her results cancelled.

3.4 PENALTY FOR EXAMINATION IRREGULARITIES

3.4.1 The **KNEC Act No. 29** of **2012** Offences and Penalties stated in **Sections 27 to 40** for cases of examination irregularities will apply. Some of the highlights in these **Sections** state that:

3.4.1.1 A candidate who commits an examination irregularity in any paper will have the results for the **whole subject** cancelled. Such a candidate will not be entitled to a result and will be awarded result "**Y**" overall.

3.4.1.2 If there is evidence of wide-spread irregularities in any examination centre, the examination results for the whole centre will be cancelled.

3.4.1.3 **Any person who:**

a) gains access to examination material and knowingly reveals the contents, whether orally or in writing, to an unauthorized party, whether a candidate or not, will be in violation of **Section 27** of the **Act** and the penalty will be imprisonment for a term not exceeding **ten years**, or a fine not exceeding **two million shillings** or both;

b) willfully and maliciously damages examination material will be in violation of **Section 30** of the **Act** and the penalty will be imprisonment for a term not exceeding **five years** or a fine not exceeding **five million shillings** or both;

c) is not registered to take a KNEC examination but, with intent to **impersonate**, presents or attempts to present himself to take the part of an enrolled candidate will be in violation of **Section 31** of the **Act**, and shall be guilty of an offence and liable to imprisonment for a term not exceeding **two years** or a fine not exceeding **two million shillings** or both and shall be prohibited from taking an examination conducted by or on behalf of the Council for a period of **three years**.

3.4.2 Please ensure that you do not commit any examination irregularity to avoid having your results cancelled.

CHIEF EXECUTIVE OFFICER