

Guides on Support during Examination for Special Needs Students

1. Extend the examination time
 - Extra time allowance be given for answering questions
 - One or more supervised short breaks may be provided during an examination if need be
 - Prolonged and/or additional pauses may be given during listening tests

2. Ancillary aids
 - Students with visual disabilities may be allowed to use braille or magnifiers.
 - Students with aural disabilities may use their own hearing aids.
 - Students may be allowed to use a computer (as a typewriter) in answering questions but they must provide evidence to support this need.

3. Special arrangements for questions papers and answering questions
 - Students may be provided with enlarged question papers
 - For multiple-choice (MC) papers, students may be allowed to write their answers on answer sheets, or fill in larger boxes on MC answer sheets, or circle MC answers on the question papers
 - Questions papers with one-side printing or enlarged print, or coloured (ivory) question papers may be provided for students. Special answer sheets with wider line spacing may be provided upon request

4. Seating Arrangement
 - Re-arrange his/her seat so that the student will not be easily disturbed by others.
 - Arrange a seat which is more accessible for wheel chair and more spacious
 - Seating in a separate room if necessary

5. Different formats for assessment to be discussed on a case by case basis and subject to resources provision.
 - Oral instead of writing and vice versa