



Notice to CAA Examination Candidates

You **must** be on time for all your examinations – at least thirty minutes prior to the start time.

You **must** produce your registered photo identity.

You **must** comply with all examination regulations.

You **must not** become involved in any unfair or dishonest practice in any part of the examination.

You **must not** sit an examination in the name of another candidate.

You **must not** have in your possession any unauthorised material or equipment which might give you an unfair advantage. Only information in the permitted or supplied material list is allowed. Possession of unauthorised materials is considered cheating, even if you do not intend to use it.

You **must not** talk to or attempt communication by non verbal actions to other candidates once you have entered the examination room.

You **must not** take or copy any of the material provided by the CAA, both electronic or hardcopy. All materials at all times remain intellectual property of the CAA.

You **must not** have in your possession any mobile phone, communications device, storage device, electronic or otherwise.

You **must not** attempt to or use any video imaging or audio recording devices in the examination room.

You **must not** use offensive or aggressive behaviour towards CAA staff, any CAA contractors or fellow candidates.

Failure to Comply with Examination Regulations

Any infringement of examination regulations either by cheating or malpractice will be collectively referred to by the UK CAA as **misconduct**. This may result in the candidate being disqualified in any subject that has been taken and barred from further participation in future examinations. If a candidate chooses to ignore any of these regulations, immediate removal from the examination room may be imposed.

CCTV Recording of Examination Events

Where permissible under applicable local law CCTV may be used to record the examination for the purposes of ensuring candidates' and invigilators' safety and monitoring the behaviour of candidates.

If you have any doubts or concerns please speak to the Invigilator