



THE KENYA NATIONAL EXAMINATIONS COUNCIL

THE 2016 KCSE EXAMINATION TIMETABLE, INSTRUCTIONS & GUIDELINES

KNEC/TD/SE/KCSE/TT/16/005

- 1.0 TIMINGS OF PAPERS IN THE 2016 KCSE EXAMINATION AND INSTRUCTIONS TO SUPERVISOR, INVIGILATORS TEACHERS & CANDIDATES**
- 1.1 All examinations will start at 8.00 a.m.**
- 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 take the subjects they are registered for.

2.0 DURATION/PERIOD, DATES AND TIMINGS OF 2016 KCSE EXAMINATION PAPERS

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.1	JANUARY TO SEPT. 2016		1.	443/3 Agriculture (Project)	9 months
2.2	MARCH TO SEPT. 2016		2.	451/3 Computer Studies (Project)	7 months
2.3	MARCH TO MID AUG. 2016		3.	442/3 Art and Design (Project)	4½ months
2.4	MAY TO OCTOBER 2016		4.	444/2 Woodwork (Project)	25 hrs.
			5.	445/2 Metalwork (Project)	25 hrs.
2.5	MONDAY 26/09/2016 TO FRIDAY 30/09/2016		6.	501/3 French (Oral & Braille)	15 mins. per candidate
			7.	502/3 German (Oral)	
			8.	503/3 Arabic (Oral)	
			9.	504/3 Kenyan Sign Language (Practical Signing Skills)	
2.6	MONDAY 26/09/2016 TO FRIDAY 30/09/2016		10.	511/1 Music (Practical)	15 mins. per candidate
2.7	MONDAY 03/10/2016 TO TUESDAY 11/10/2016		11.	446/2 Building Construction (Project)	25 hrs.
2.8	THURSDAY 29/09/2016		12.	441/3 Practical Planning Session Home Science (Foods and Nutrition)	30 mins.
			13.	441/3 Practical Planning Session Home Science (Foods and Nutrition) - Large print	30 mins.
			14.	441/3 Practical Planning Session Home Science (Foods and Nutrition) - Braille	1 hr
2.9	TUESDAY 04/10/2016 TO THURSDAY 06/10/2016		15.	441/3 Home Science – Foods and Nutrition (Practical)	1 hr. 15 mins.
			16.	441/3 Home Science – Foods and Nutrition (Practical) Large Print	1 hr. 15 mins.
			17.	441/3 Home Science – Foods and Nutrition (Practical) Braille	1 hr. 45 mins.

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.10	MONDAY 10/10/2016	8.00 am – 10.30 am (1 st session)	18.	441/1 Home Science	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	19.	441/1 Home Science Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	20.	441/1 Home Science Braille	3 hrs.
		8.00 am – 9.30 am (1 st session)	21.	442/1 Art and Design	1 hr. 30 mins.
		8.00 am – 9.30 am (1 st session)	22.	442/1 Art and Design Large print	1 hr. 30 mins.
		8.00 am – 10.30 am (1 st session)	23.	446/1 Building Construction	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	24.	446/1 Building Construction Large print	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	25.	448/1 Electricity	2 hrs. 30 mins
		8.00 am – 10.30 am (1 st session)	26.	448/1 Electricity Large print	2 hrs. 30 mins
		8.00 am – 10.30 am (1 st session)	27.	450/1 Aviation Technology	2 hrs. 30 mins.
		11.00 am - 11.30 am		BREAK	30 mins.
		11.30 am – 2.00 pm (2 nd session)	28.	447/1 Power Mechanics	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	29.	447/1 Power Mechanics Large print	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	30.	449/1 Drawing and Design	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	31.	449/1 Drawing and Design Large print	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	32.	451/1 Computer Studies	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	33.	451/1 Computer Studies Large print	2 hrs. 30 mins.
2.11	TUESDAY 11/10/2016	8.00 am – 10.30 am (1 st session)	34.	444/1 Woodwork	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	35.	444/1 Woodwork Large print	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	36.	445/1 Metalwork	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	37.	445/1 Metalwork Large print	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	38.	447/2 Power Mechanics (Practical)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	39.	447/2 Power Mechanics (Practical) Large print	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	40.	450/2 Aviation Technology (Practical)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	41.	451/2 Computer Studies (Practical)	2 hrs. 30 mins
		8.00 am – 10.30 am (1 st session)	42.	451/2 Computer Studies (Practical) Large print	2 hrs. 30 mins

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
		10.30 am - 11.00 am		BREAK	30 mins.
		11.00 am – 1.45 pm (2 nd session)	43.	501/1 French (Listening Comprehension Dictation and Composition)	2 hrs. 45 mins.
		11.00 am – 2.15 pm (2 nd session)	44.	501/1 French (Listening Comprehension Dictation and Composition) Braille	3 hrs. 15 mins.
		11.00 am – 1.00 pm (2 nd session)	45.	502/1 German (Listening Comprehension and Composition)	2 hrs.
		11.00 am – 11.50 am (2 nd session)	46.	503/1 Arabic (Listening Comprehension)	50 mins.
		11.00 am – 1.00 pm (2 nd session)	47.	504/1 Kenyan Sign Language (Receptive Skills)	2 hrs.
		11.00 am – 11.50 am (2 nd session)	48.	511/2 Music (Aurals)	50 mins.
2.12	WEDNESDAY 12/10/2016	8.00 am – 10.30 am (1 st session)	49.	441/2 Home Science – Clothing Construction (Practical)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	50.	441/2 Home Science – Clothing Construction (Practical) Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	51.	441/2 Home Science – Clothing Construction (Practical) Braille	3 hrs.
		9.00 am – 12.00 noon (1 st session)	52.	442/2 Art and Design (Practical)	3 hrs.
		9.00 am – 12.00 noon (1 st session)	53.	442/2 Art and Design (Practical) Large print	3 hrs.
		8.00 am – 10.30 am (1 st session)	54.	448/2 Electricity (Practical)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	55.	448/2 Electricity (Practical) Large print	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	56.	449/2 Drawing and Design (Practical)	2 hrs. 30 mins.
		12.00 noon – 12.30 pm		BREAK	30 mins.
		12.30 pm – 2.00 pm (2 nd session)	57.	501/2 French (Reading Comprehension and Grammar)	1 hr. 30 mins.
		12.30 pm – 2.00 pm (2 nd session)	58.	501/2 French (Reading Comprehension and Grammar) Large print	1 hr. 30 mins.
		12.30 pm – 2.30 pm (2 nd session)	59.	501/2 French (Reading Comprehension and Grammar) Braille	2 hrs.
		12.30 pm – 3.00 pm (2 nd session)	60.	502/2 German (Grammar and Reading Comprehension)	2 hrs. 30 mins.
		12.30 pm – 3.00 pm (2 nd session)	61.	502/2 German (Grammar and Reading Comp.) Large print	2 hrs. 30 mins.
		12.30 pm – 3.00 pm (2 nd session)	62.	503/2 Arabic (Composition, Grammar and Comprehension)	2 hrs. 30 mins.
		12.30 pm – 3.00 pm (2 nd session)	63.	503/2 Arabic (Composition, Grammar and Comprehension) Large print	2 hrs. 30 mins.
		12.30 pm – 2.00 pm (2 nd session)	64.	504/2 Kenyan Sign Language (Language Use)	1 hr. 30 mins.
		12.30 pm – 3.00 pm (2 nd session)	65.	511/3 Music	2 hrs. 30 mins.
		12.30 pm – 3.00 pm (2 nd session)	66.	511/3 Music Large print	2 hrs. 30 mins.
		12.30 pm – 3.30 pm (2 nd session)	67.	511/3 Music Braille	3 hrs.

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.13	THURSDAY 13/10/2016	8.00 am – 10.00 am (1 st session)	68.	101/1 English (Functional Skills)	2 hrs.
		8.00 am – 10.00 am (1 st session)	69.	101/1 English (Functional Skills) Large Print	2 hrs
		8.00 am – 10.30 am (1 st session)	70.	101/1 English (Functional Skills) Braille	2 hrs 30 mins.
		8.00 am – 10.30 am (1 st session)	71.	101/1 English (Hearing Impaired)	2 hrs. 30 mins.
		10.30 am - 11.00 am		BREAK	30 mins.
		11.00 am – 1.30 pm (2 nd session)	72.	101/2 English (Comprehension, Literary Appreciation & Grammar)	2 hrs. 30 mins.
		11.00 am – 1.30 pm (2 nd session)	73.	101/2 English (Comprehension, Literary Appreciation & Grammar) – Large print	2 hrs 30 mins.
		11.00 am – 2.00 pm (2 nd session)	74.	101/2 English (Comprehension, Literary Appreciation & Grammar) - Braille	3 hrs
		11.00 am – 2.00 pm (2 nd session)	75.	101/2 English (Hearing Impaired)	3 hrs.
2.14	FRIDAY 14/10/2016	8.00 am – 9.45 am (1 st session)	76.	231/3 Biology (Practical)	1 hr. 45 mins.
		8.00 am – 9.45 am (1 st session)	77.	231/3 Biology (Practical) Large print	1 hr. 45 mins.
		8.00 am – 10.15 am (1 st session)	78.	236/3 Biology (Practical for Blind Candidates) Braille	2 hrs. 15 mins.
2.15	MONDAY 17/10/2016	8.00 am – 10.30 am (1 st session)	79.	121/1 Mathematics Alt. A	2 hrs. 30 mins
		8.00 am – 10.30 am (1 st session)	80.	121/1 Mathematics Alt. A Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	81.	121/1 Mathematics Alt. A Braille	3 hrs.
		8.00 am – 10.30 am (1 st session)	82.	122/1 Mathematics Alt. B	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	83.	122/1 Mathematics Alt. B Large Print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	84.	122/1 Mathematics Alt. B Braille	3hrs.
		11.00 am - 11.30 am		BREAK	30 mins.
		11.30 am – 2.15 pm (2 nd session)	85.	312/1 Geography	2 hrs. 45 mins.
		11.30 am – 2.15 pm (2 nd session)	86.	312/1 Geography Large print	2 hrs. 45 mins.
		11.30 am – 2.45 pm (2 nd session)	87.	312/1 Geography Braille	3 hrs. 15 mins.
2.16	TUESDAY 18/10/2016	8.00 am – 9.45 am (1 st session)	88.	102/1 Kiswahili - (Insha)	1 hr. 45 mins.
		8.00 am – 9.45 am (1 st session)	89.	102/1 Kiswahili - (Insha) Large Print	1hr. 45 mins.
		8.00 am – 10.15 am (1 st session)	90.	102/1 Kiswahili - (Insha) Braille	2 hrs. 15 mins.
		10.15 am - 10.45 am		BREAK	30 mins.
		10.45 am – 1.15 pm (2 nd session)	91.	102/2 Kiswahili - (Lugha)	2 hrs. 30 mins.
		10.45 am – 1.15 pm (2 nd session)	92.	102/2 Kiswahili - (Lugha) Large print	2hrs. 30 mins.
		10.45 am – 1.45 pm (2 nd session)	93.	102/2 Kiswahili - (Lugha) Braille	3 hrs.

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.17	WEDNESDAY 19/10/2016	8.00 am – 10.00 am (1 st session)	94.	231/1 Biology	2 hrs.
		8.00 am – 10.00 am (1 st session)	95.	231/1 Biology Large print	2 hrs.
		8.00 am – 10.30 am (1 st session)	96.	236/1 Biology (For the Blind) Braille	2 hrs. 30 mins
		10.30 am- 11.00 am		BREAK	30 mins.
		11.00 am – 1.00 pm (2 nd session)	97.	443/1 Agriculture	2 hrs.
		11.00 am – 1.00 pm (2 nd session)	98.	443/1 Agriculture Large print	2 hrs.
		11.00 am – 1.30 pm (2 nd session)	99.	443/1 Agriculture Braille	2 hrs. 30 mins.
2.18	FRIDAY 21/10/2016	8.00 am – 10.30 am (1 st session)	100.	232/3 Physics (Practical)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	101.	232/3 Physics (Practical) Large print	2 hrs. 30 mins.
2.19	MONDAY 24/10/2016	8.00 am – 10.30 am (1 st session)	102.	121/2 Mathematics Alt. A	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	103.	121/2 Mathematics Alt. A Large Print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	104.	121/2 Mathematics Alt. A Braille	3 hrs.
		8.00 am – 10.30 am (1 st session)	105.	122/2 Mathematics Alt. B	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	106.	122/2 Mathematics Alt. B Large Print	2hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	107.	122/2 Mathematics Alt. B Braille	3 hrs.
		11.00 am - 11.30 am		BREAK	30 mins.
		11.30 am – 1.30 pm (2 nd session)	108.	443/2 Agriculture	2 hrs.
		11.30 am – 1.30 pm (2 nd session)	109.	443/2 Agriculture Large print	2 hrs.
		11.30 am – 2.00 pm (2 nd session)	110.	443/2 Agriculture Braille	2 hrs. 30 mins.
2.20	TUESDAY 25/10/2016	8.00 am – 10.30 am (1 st session)	111.	102/3 Kiswahili (Fasihi)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	112.	102/3 Kiswahili (Fasihi) Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	113.	102/3 Kiswahili (Fasihi) Braille	3 hrs.
		11.00 am – 11.30 am		BREAK	30 mins.
		11.30 am – 1.30 pm (2 nd session)	114.	232/1 Physics	2 hrs.
		11.30 am – 1.30 pm (2 nd session)	115.	232/1 Physics Large Print	2 hrs.
		11.30 am – 2.00 pm (2 nd session)	116.	237/1 General Science	2 hrs. 30 mins.
		11.30 am – 2.00 pm (2 nd session)	117.	237/1 General Science Large print	2 hrs. 30 mins.

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.21	WEDNESDAY 26/10/2016	8.00 am – 10.00 am (1 st session)	118.	233/1 Chemistry	2 hrs.
		8.00 am – 10.00 am (1 st session)	119.	233/1 Chemistry Large print	2 hrs.
		8.00 am – 10.30 am (1 st session)	120.	237/2 General Science	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	121.	237/2 General Science Large print	2 hrs. 30 mins.
		10.30 am – 11.00 am		BREAK	30 mins.
		11.00 am – 1.30 pm (2 nd session)	122.	313/1 Christian Religious Education	2 hrs. 30 mins.
		11.00 am – 1.30 pm (2 nd session)	123.	313/1 Christian Religious Education Large print	2 hrs. 30 mins.
		11.00 am – 2.00 pm (2 nd session)	124.	313/1 Christian Religious Education Braille	3 hrs.
		11.00 am – 1.30 pm (2 nd session)	125.	314/1 Islamic Religious Education	2 hrs. 30 mins.
		11.00 am – 1.30 pm (2 nd session)	126.	314/1 Islamic Religious Education Large print	2hrs. 30 mins.
		11.00 am – 2.00 pm (2 nd session)	127.	314/1 Islamic Religious Education Braille	3 hrs.
		11.00 am – 1.30 pm (2 nd session)	128.	315/1 Hindu Religious Education	2 hrs. 30 mins.
		11.00 am – 1.30 pm (2 nd session)	129.	315/1 Hindu Religious Education Large print	2 hrs. 30 mins.
		11.00 am – 2.00 pm (2 nd session)	130.	315/1 Hindu Religious Education Braille	3 hrs.
2.22	THURSDAY 27/10/2016	8.00 am – 10.30 am (1 st session)	131.	101/3 English (Creative Composition and Essays based on Set Texts)	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	132.	101/3 English (Creative Composition and Essays based on Set Texts) Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	133.	101/3 English (Creative Composition and Essays based on Set Texts) Braille	3 hrs.
		8.00 am – 11.00 am (1 st session)	134.	101/3 English (Hearing Impaired)	3 hrs.
		11.00 am – 11.30 am		BREAK	30 mins.
		11.30 am – 1.30 pm (2 nd session)	135.	232/2 Physics	2 hrs.
		11.30 am – 1.30 pm (2 nd session)	136.	232/2 Physics Large print	2hrs.
2.23	FRIDAY 28/10/2016	8.00 am – 10.15 am (1 st session)	137.	233/3 Chemistry (Practical)	2 hrs. 15 mins.
		8.00 am – 10.15 am (1 st session)	138.	233/3 Chemistry (Practical) Large print	2 hrs. 15 mins.
2.24	MONDAY 31/10/2016	8.00 am – 10.00 am (1 st session)	139.	231/2 Biology	2 hrs.
		8.00 am – 10.00 am (1 st session)	140.	231/2 Biology Large print	2 hrs.
		8.00 am – 10.30 am (1 st session)	141.	236/2 Biology (For the Blind) Braille	2 hrs. 30 mins.
		10.30 am – 11.00 am		BREAK	30 mins.
		11.00 am – 1.45 pm (2 nd session)	142.	312/2 Geography	2 hrs. 45 mins.
		11.00 am – 1.45 pm (2 nd session)	143.	312/2 Geography Large print	2 hrs. 45 mins.
		11.00 am – 2.15 pm (2 nd session)	144.	312/2 Geography Braille	3 hrs. 15 mins.

ITEM	DAY(S)	PERIOD	ITEM NO.	PAPER	DURATION
2.25	TUESDAY 01/11/2016	8.00 am – 10.30 am (1 st session)	145.	311/1 History and Government	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	146.	311/1 History and Government Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	147.	311/1 History and Government Braille	3 hrs.
		11.00 am - 11.30 am		BREAK	30 mins.
		11.30 am – 1.30 pm (2 nd session)	148.	565/1 Business Studies	2 hrs.
		11.30 am – 1.30 pm (2 nd session)	149.	565/1 Business Studies Large print	2 hrs.
		11.30 am – 2.00 pm (2 nd session)	150.	565/1 Business Studies Braille	2 hrs. 30 mins.
2.26	WEDNESDAY 02/11/2016	8.00 am – 10.00 am (1 st session)	151.	233/2 Chemistry	2 hrs.
		8.00 am – 10.00 am (1 st session)	152.	233/2 Chemistry Large print	2 hrs.
		10.00 am - 10.30 am		BREAK	30 mins.
		10.30 am – 1.00 pm (2 nd session)	153.	313/2 Christian Religious Education	2 hrs. 30 mins.
		10.30 am – 1.00 pm (2 nd session)	154.	313/2 Christian Religious Education Large print	2 hrs. 30 mins.
		10.30 am – 1.30 pm (2 nd session)	155.	313/2 Christian Religious Education Braille	3 hrs.
		10.30 am – 1.00 pm (2 nd session)	156.	314/2 Islamic Religious Education	2 hrs. 30 mins.
		10.30 am – 1.00 pm (2 nd session)	157.	314/2 Islamic Religious Education Large print	2 hrs. 30 mins.
		10.30 am – 1.30 pm (2 nd session)	158.	314/2 Islamic Religious Education Braille	3 hrs.
		10.30 am – 1.00 pm (2 nd session)	159.	315/2 Hindu Religious Education	2 hrs. 30 mins.
		10.30 am – 1.00 pm (2 nd session)	160.	315/2 Hindu Religious Education Large print	2 hrs. 30 mins.
		10.30 am – 1.30 pm (2 nd session)	161.	315/2 Hindu Religious Education Braille	3 hrs.
2.27	THURSDAY 03/11/2016	8.00 am – 10.30 am (1 st session)	162.	311/2 History and Government	2 hrs. 30 mins.
		8.00 am – 10.30 am (1 st session)	163.	311/2 History and Government Large print	2 hrs. 30 mins.
		8.00 am – 11.00 am (1 st session)	164.	311/2 History and Government Braille	3 hrs.
		11.00 am - 11.30 am		BREAK	30 mins.
		11.30 am – 2.00 pm (2 nd session)	165.	565/2 Business Studies	2 hrs. 30 mins
		11.30 am – 2.00 pm (2 nd session)	166.	565/2 Business Studies Large print	2 hrs. 30 mins
		11.30 am – 2.30 pm (2 nd session)	167.	565/2 Business Studies Braille	3 hrs.

3.0 INSTRUCTIONS AND GUIDELINES TO TEACHERS AND CANDIDATES

3.1 **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.
- 3.2.14 Withdrawal from the examination should have been notified to the KNEC before **31st May 2016**.

3.3 CAUTION TO THE 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 non programmable calculator. If in doubt, check with the Supervisor.
- 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 writing 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 caught in possession of a cell phone/any other electronic communication device will have his/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