

THE KENYA NATIONAL EXAMINATIONS COUNCIL 2023 KCSE EXAMINATION TIMETABLE, INSTRUCTIONS AND GUIDELINES

KNEC/TD/SE/KCSE/TT/23/008

1.0 INSTRUCTIONS AND SCHEDULE OF PAPERS FOR THE 2023 KCSE EXAMINATION

- 1.1 All first session examination papers will start at 8.00 a.m. and second session examination papers will start at 2.00 pm 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 should 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 should ensure that they only take the subjects they are registered for.
- 1.4 Schools should upload marks for subjects with a Project component by **21**st **April 2023** for Milestone 1 and **31**st **July 2023** for Milestone 2 where applicable.

2.0 S.NO.	DAYS, DATES, SESSIONS AND DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.1	JANUARY 2023 TO JULY 2023		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	THURSDAY 19/10/2023		REH	IEARSAL DAY	
2.3	MONDAY 23/10/2023 TO		7.	501/3 French (Oral)	15 minutes
	FRIDAY 27/10/2023		8.	502/3 German (Oral)	per candidate
			9.	503/3 Arabic (Oral)	
			10.	504/3 Kenyan Sign Language (Practical Signing Skills)	
			11.	511/1 Music (Practical)	
2.4	WEDNESDAY 25/10/2023		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
2.5	MONDAY 30/10/2023 TO TUESDAY 31/10/2023		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

2.0 DAYS, DATES, SESSIONS AND DURATION OF 2023 KCSE EXAMINATION PAPERS

S.NO.	DAY & DATE	SESSION	ITEM	PAPER	DURATION
		F	NO.		
2.6	WEDNESDAY	8.00 am – 10.00 am	18.	501/1 French (Listening Comprehension,	2 hours
	01/11/2023	(1 st session)		Dictation and Creative Writing)	
		8.00 am – 10.30 am	19.	501/1 French (Listening Comprehension,	2 hours
		(1 st session)		Dictation and Creative Writing) Braille	30 minutes
		8.00 am – 10.00 am <i>(1st session)</i>	20.	502/1 German (Listening Comprehension and Composition)	2 hours
		8.00 am – 10.30 am	21.	503/2 Arabic (Grammar, Reading	2 hours
		(1 st session)		Comprehension and Composition)	30 minutes
		8.00 am – 10.30 am	22.	503/2 Arabic (Grammar, Reading	2 hours
		(1 st session)		Comprehension and Composition) Large print	30 minutes
		8.00 am – 10.00 am	23.	504/1 Kenyan Sign Language	2 hours
		(1 st session)		(Receptive Skills)	
		8.00 am – 10.30 am	24.	511/3 Music	2 hours
		(1 st session)			30 minutes
		8.00 am – 10.30 am	25.	511/3 Music	2 hours
		(1 st session)		Large print	30 minutes
		8.00 am – 11.00 am (1 st session)	26.	511/3 Music Braille	3 hours
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.15 pm	27.	501/2 French (Reading Comprehension,	2 hours
		(2 nd session)	27.	Grammar and Functional Writing)	15 minutes
		2.00 pm – 4.15 pm	28.	501/2 French (Reading Comprehension,	2 hours
		(2 nd session)		Grammar and Functional Writing) Large print	15 minutes
		2.00 pm – 4.45 pm	29.	501/2 French (Reading Comprehension,	2 hours
		(2 nd session)	-	Grammar and Functional Writing) Braille	45 minutes
		2.00 pm – 4.30 pm (2 nd session)	30.	502/2 German (Grammar and Reading Comprehension)	2 hours 30 minutes
		2.00 pm – 4.30 pm	31.	502/2 German (Grammar and	2 hours
		(2 nd session)		Reading Comp.) Large print	30 minutes
		2.00 pm – 2.50 pm (2 nd session)	32.	503/1 Arabic (Listening Comprehension and Dictation)	50 minutes
		2.00 pm – 3.30 pm	33.	504/2 Kenyan Sign Language	1 hour
		(2 nd session)		(Language Use)	30 minutes
		2.00 pm – 2.50 pm	34.	511/2 Music (Aural)	50 minutes
		(2 nd session)			
2.7	THURSDAY	8.00 am – 10.30 am	35.	441/1 Home Science	2 hours
	02/11/2023	(1 st session)			30 minutes
		8.00 am – 10.30 am	36.	441/1 Home Science	2 hours
		(1 st session)		Large print	30 minutes
		8.00 am – 11.00 am	37.	441/1 Home Science	3 hours
		(1 st session)		Braille	
		8.00 am – 9.30 am <i>(1st session)</i>	38.	442/1 Art and Design	1 hour 30 minutes
		8.00 am – 9.30 am	39.	442/1 Art and Design	1 hour
		(1 st session)		Large print	30 minutes
		8.00 am – 10.30 am	40.	444/1 Woodwork	2 hours
		(1 st session)			30 minutes
	1	0.00 am 10.20 am	44	444/1 Woodwork Large print	2 hours
		8.00 am – 10.30 am	41.	444/1 WOOdwork Large print	Z nours

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		8.00 am – 10.30 am <i>(1st session)</i>	42.	445/1 Metalwork	2 hours 30 minutes
		8.00 am – 10.30 am (1 st session)	43.	445/1 Metalwork Large print	2 hours 30 minutes
		8.00 am – 10.30 am	44.	446/1 Building Construction	2 hours
		(1 st session) 8.00 am – 10.30 am	45.	446/1 Building Construction	30 minutes 2 hours
		<i>(1st session)</i> 8.00 am – 10.30 am	46.	Large print 448/1 Electricity	30 minutes 2 hours
		(1 st session) 8.00 am – 10.30 am	47.	448/1 Electricity	30 minutes 2 hours
		<i>(1st session)</i> 8.00 am – 10.30 am	48.	Large print 450/1 Aviation Technology	30 minutes 2 hours
		(1 st session)	-10.	BREAK	30 minutes
		11.00 am - 2.00 pm 2.00 pm – 4.30 pm	49.	447/1 Power Mechanics	2 hours
		(2 nd session) 2.00 pm – 4.30 pm	50.	447/1 Power Mechanics	30 minutes 2 hours
		(2 nd session) 2.00 pm – 4.30 pm	51.	Large print 449/1 Drawing and Design	30 minutes 2 hours
		(2 nd session) 2.00 pm – 4.30 pm	52.	449/1 Drawing and Design	30 minutes 2 hours
		<i>(2nd session)</i> 2.00 pm – 4.30 pm	53.	Large print 451/1 Computer Studies	30 minutes 2 hours
		<i>(2nd session)</i> 2.00 pm – 4.30 pm	54.	451/1 Computer Studies	30 minutes 2 hours
		(2 nd session)		Large print	30 minutes
2.8	FRIDAY 03/11/2023	8.00 am – 10.30 am (1 st session)	55.	441/2 Home Science – Clothing Construction (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	56.	441/2 Home Science – Clothing Construction (Practical) Large print	2 hours 30 minutes
		8.00 am – 11.00 am (1 st session)	57.	441/2 Home Science – Clothing Construction (Practical) Braille	3 hours
		8.00 am – 12.00 noon (1 st session)	58.	442/2 Art and Design (Practical)	4 hours
		8.00 am – 12.00 noon <i>(1st session)</i>	59.	442/2 Art and Design (Practical) Large print	4 hours
		8.00 am – 10.30 am <i>(1st session)</i>	60.	447/2 Power Mechanics (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	61.	447/2 Power Mechanics (Practical) Large print	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	62.	448/2 Electricity (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	63.	448/2 Electricity (Practical) Large print	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	64.	449/2 Drawing and Design (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session</i>)	65.	450/2 Aviation Technology (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	66.	451/2 Computer Studies (Practical)	2 hours 30 minutes
	1			451/2 Computer Studies (Practical)	2 hours

2023 KCSE EXAMINATION TIMETABLE, INSTRUCTIONS AND GUIDELINES

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.9	MONDAY 06/11/2023	8.00 am <i>- 10.00 am</i> (1 st session)	68.	233/1 Chemistry	2 hours
		8.00 am - 10.00 am (1 st session)	69.	233/1 Chemistry Large print	2 hours
		10.00 am - 2.00 pm		BREAK	
		2.00 pm – 4.00 pm (2 nd session)	70.	101/1 English (Functional Skills)	2 hours
		2.00 pm – 4.00 pm (2 nd session)	71.	101/1 English (Functional Skills) Large Print	2 hours
		2.00 pm – 4.30 pm (2 nd session)	72.	101/1 English (Functional Skills) Braille	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	73.	101/1 English (Hearing Impaired)	2 hours 30 minutes
2.10	TUESDAY 07/11/2023	8.00 am – 10.30 am (1 st session)	74.	121/1 Mathematics Alt. A	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	75.	121/1 Mathematics Alt. A Large print	2 hours 30 minutes
		8.00 am – 11.00 am <i>(1st session)</i>	76.	121/1 Mathematics Alt. A Braille	3 hours
		8.00 am – 10.30 am <i>(1st session)</i>	77.	122/1 Mathematics Alt. B	2 hours 30 minutes
		8.00 am – 10.30 am (1 st session)	78.	122/1 Mathematics Alt. B Large Print	2 hours 30 minutes
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.30 pm (2 nd session)	79.	101/2 English (Comprehension, Literary Appreciation & Grammar)	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	80.	101/2 English (Comprehension, Literary Appreciation & Grammar) Large print	2 hours 30 minutes
		2.00 pm – 5.00 pm (2 nd session)	81.	101/2 English (Comprehension, Literary Appreciation & Grammar) Braille	3 hours
		2.00 pm – 5.00 pm (2 nd session)	82.	101/2 English (Hearing Impaired)	3 hours
2.11	WEDNESDAY 08/11/2023	8.00 am <i>– 10.00 am</i> (1 st session)	83.	233/2 Chemistry	2 hours
		8.00 am <i>– 10.00 am</i> (1 st session)	84.	233/2 Chemistry Large print	2 hours
		8.00 am – 10.30 am (1 st session)	85.	237/1 General Science	2 hours 30 minutes
		8.00 am <i>– 10.30 am</i> (1 st session)	86.	237/1 General Science Large print	2 hours 30 minutes
		10.30 am – 2.00 pm		BREAK	
		2.00 pm – 4.30 pm (2 nd session)	87.	101/3 English (Creative Composition and Essays based on Set Texts)	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	88.	101/3 English (Creative Composition and Essays based on Set Texts) Large print	2 hours 30 minutes
		2.00 pm – 5.00 pm (2 nd session)	89.	101/3 English (Creative Composition and Essays based on Set Texts) Braille	3 hours
		2.00 pm – 5.00 pm (2 nd session)	90.	101/3 English (Hearing Impaired)	3 hours

S.NO.	DAY & DATE	SESSION	ITEM	PAPER	DURATION
5.100.	DAT&DATE	SESSION	NO.	PAPER	DORATION
2.12	THURSDAY	8.00 am – 10.30 am	91.	102/2 Kiswahili (Lugha)	2 hours
	09/11/2023	(1 st session)	_		30 minutes
		8.00 am – 10.30 am	92.	102/2 Kiswahili (Lugha)	2 hours
		(1 st session)	52.	Large print	30 minutes
		8.00 am – 11.00 am	02		3 hours
		(1 st session)	93.	102/2 Kiswahili (Lugha) Braille	5 hours
		. ,			
		11:00 am – 2.00 pm		BREAK	
		2.00 pm – 3.45 pm (2 nd session)	94.	102/1 Kiswahili (Insha)	1 hour 45 minutes
		2.00 pm – 3.45 pm	95.	102/1 Kiswahili (Insha)	1 hour
		(2 nd session)		Large Print	45 minutes
		2.00 pm – 4.15 pm	96.	102/1 Kiswahili (Insha)	2 hours
		(2 nd session)	50.	Braille	15 minutes
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2.13	FRIDAY	8.00 am – 10.15 am	97.	233/3 Chemistry (Practical)	2 hours
	10/11/2023	(1 st session)			15 minutes
		8.00 am–10.15 am	98.	233/3 Chemistry (Practical)	2 hours
		(1 st session)		Large print	15 minutes
2.14	MONDAY	8.00 am – 10.30 am	99.	121/2 Mathematics Alt. A	2 hours
	13/11/2023	(1 st session)			30 minutes
		8.00 am – 10.30 am	100.	121/2 Mathematics Alt. A	2 hours
		(1 st session)		Large Print	30 minutes
		8.00 am – 11.00 am	101.	121/2 Mathematics Alt. A	3 hours
		(1 st session)		Braille	
		8.00 am – 10.30 am	102		2 hours
		(1 st session)	102.	122/2 Mathematics Alt. B	30 minutes
		,			
		8.00 am – 10.30 am	103.	122/2 Mathematics Alt. B	2 hours
		(1 st session)		Large Print	30 minutes
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.30 pm	104.	102/3 Kiswahili (Fasihi)	2 hours
		(2 nd session)			30 minutes
		2.00 pm – 4.30 pm	105.	102/3 Kiswahili (Fasihi)	2 hours
		(2 nd session)		Large print	30 minutes
		2.00 pm – 5.00 pm	106.	102/3 Kiswahili (Fasihi)	3 hours
		(2 nd session)		Braille	
2.15	TUESDAY	8.00 am – 10.30 am	107.	313/1 Christian Religious Education	2 hours
	14/11/2023	(1 st session)			30 minutes
		8.00 am – 10.30 am	108.	313/1 Christian Religious Education	2 hours
		(1 st session)		Large print	30 minutes
		8.00 am – 11.00 am	109.	313/1 Christian Religious Education	3 hours
		(1 st session)		Braille	
		8.00 am – 10.30 am	110.	314/1 Islamic Religious Education	2 hours
		(1 st session)		,	30 minutes
		8.00 am – 10.30 am	111.	314/1 Islamic Religious Education	2hours
		(1 st session)		Large print	30 minutes
		8.00 am – 11.00 am	112.	314/1 Islamic Religious Education	3 hours
		(1 st session)		Braille	
		8.00 am – 10.30 am	113.	315/1 Hindu Religious Education	2 hours
		(1 st session)	110.		30 minutes
		8.00 am – 10.30 am	114.	315/1 Hindu Religious Education	2 hours
		(1 st session)		Large print	30 minutes
		8.00 am – 11.00 am	115.	315/1 Hindu Religious Education	3 hours
		(1 st session)	113.	Braille	00415
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S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.00 pm (2 nd session)	116.	231/1 Biology	2 hours
		2.00 pm - 4.00 pm (2 nd session)	117.	231/1 Biology Large print	2 hours
		2.00 pm – 4.30 pm	118.	236/1 Biology (For the Blind)	2 hours
	[[(2 nd session)		Braille	30 minutes
2.16	WEDNESDAY 15/11/2023	8.00 am – 10.30 am (1 st session)	119.	313/2 Christian Religious Education	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session</i>)	120.	313/2 Christian Religious Education Large print	2 hours 30 minutes
		8.00 am – 11.00 am (1 st session)	121.	313/2 Christian Religious Education Braille	3 hours
		8.00 am – 10.30 am (1 st session)	122.	314/2 Islamic Religious Education	2 hours 30 minutes
		8.00 am – 10.30 am (1 st session)	123.	314/2 Islamic Religious Education Large print	2 hours 30 minutes
		8.00 am – 11.00 am (1 st session)	124.	314/2 Islamic Religious Education Braille	3 hours
		(1 st session) 8.00 am – 10.30 am (1 st session)	125.	315/2 Hindu Religious Education	2 hours 30 minutes
		8.00 am – 10.30 am (1 st session)	126.	315/2 Hindu Religious Education Large print	2 hours 30 minutes
		8.00 am – 11.00 am (1 st session)	127.	315/2 Hindu Religious Education Braille	3 hours
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.30 pm (2 nd session)	128.	311/1 History and Government	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	129.	311/1 History and Government Large print	2 hours 30 minutes
		2.00 pm – 5.00 pm (2 nd session)	130.	311/1 History and Government Braille	3 hours
2.17	THURSDAY 16/11/2023	8.00 am – 10.00 am (1 st session)	131.	231/2 Biology	2 hours
		8.00 am – 10.00 am (1 st session)	132.	231/2 Biology Large print	2 hours
		8.00 am – 10.30 am (1 st session)	133.	236/2 Biology (For the Blind) Braille	2 hours 30 minutes
		10.30 am – 2.00 pm		BREAK	
		2.00 pm – 4.30 pm (2 nd session)	134.	311/2 History and Government	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	135.	311/2 History and Government Large print	2 hours 30 minutes
		2.00 pm – 5.00 pm (2 nd session)	136.	311/2 History and Government Braille	3 hours
2.18	FRIDAY 17/11/2023	8.00 am – 9.45 am (1 st session)	137.	231/3 Biology (Practical)	1 hour 45 minutes
		8.00 am – 9.45 am (1 st session)	138.	231/3 Biology (Practical) Large print	1 hour 45 minutes
		8.00 am – 10.15 am (1 st session)	139.	236/3 Biology (Practical for Blind Candidates) Braille	2 hours 15 minutes

S.NO.	DAY & DATE	SESSION	ITEM NO.	PAPER	DURATION
2.19	MONDAY 20/11/2023	8.00 am – 10.45 am (1 st session)	140.	312/1 Geography	2 hours 45 minutes
		8.00 am – 10.45 am (1 st session)	141.	312/1 Geography Large print	2 hours 45 minutes
		8.00 am – 11.15 am (1 st session)	142.	312/1 Geography Braille	3 hours 15 minutes
		11.15 am – 2.00 pm		BREAK	
		2.00 pm – 4.00 pm (2 nd session)	143.	232/1 Physics	2 hours
		2.00 pm <i>– 4.00 pm</i> (2 nd sessio)	144.	232/1 Physics Large Print	2 hours
		2.00 pm – 4.30 pm (2 nd session)	145.	237/2 General Science	2 hours 30 minutes
		2.00 pm – 4.30 pm (2 nd session)	146.	237/2 General Science Large print	2 hours 30 minutes
2.20	TUESDAY 21/11/2023	8.00 am – 10.00 am (1 st session)	147.	565/1 Business Studies	2 hours
		8.00 am – 10.00 am (1 st session)	148.	565/1 Business Studies Large print	2 hours
		8.00 am – 10.30 am (1 st session)	149.	565/1 Business Studies Braille	2 hours 30 minutes
		10.30 am – 2.00 pm		BREAK	
		2.00 pm – 4.00 pm (2 nd session)	150.	443/1 Agriculture	2 hours
		2.00 pm – 4.00 pm (2 nd session)	151.	443/1 Agriculture Large print	2 hours
		2.00 pm – 4.30 pm	152.	443/1 Agriculture	2 hours
		(2 nd session)	152.	Braille	30 minutes
2.21	WEDNESDAY 22/11/2023	8.00 am – 10.45 am (1 st session)	153.	312/2 Geography	2 hours 45 minutes
		8.00 am – 10.45 am	154.	312/2 Geography	2 hours
		(1 st session)		Large print	45 minutes
		8.00 am – 11.15 am (1 st session)	155.	312/2 Geography Braille	3 hours 15 minutes
		11.15 am – 2.00 pm		BREAK	15 minutes
		2.00 pm – 4.00 pm (2 nd session)	156.	232/2 Physics	2 hours
		2.00 pm – 4.00 pm (2 nd session)	157.	232/2 Physics Large print	2 hours
2.22	THURSDAY 23/11/2023	8.00 am – 10.30 am <i>(1st session)</i>	158.	565/2 Business Studies	2 hours 30 minutes
		8.00 am – 10.30 am <i>(1st session)</i>	159.	565/2 Business Studies Large print	2 hours 30 minutes
		8.00 am – 11.00 am <i>(1st session)</i>	160.	565/2 Business Studies Braille	3 hours
		11.00 am – 2.00 pm		BREAK	
		2.00 pm – 4.00 pm (2 nd session)	161.	443/2 Agriculture	2 hours
		2.00 pm – 4.00 pm (2 nd session)	162.	443/2 Agriculture Large print	2 hours
		2.00 pm – 4.30 pm (2 nd session)	163.	443/2 Agriculture Braille	2 hours 30 minutes
2.23	FRIDAY 24/11/2023	8.00 am – 10.30 am (1 st session)	164.	232/3 Physics (Practical)	2 hours 30 minutes
		8.00 am – 10.30 am (1 st session)	165.	232/3 Physics (Practical) Large print	2 hours 30 minutes

2023 KCSE EXAMINATION TIMETABLE, INSTRUCTIONS AND GUIDELINES

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 GUIDELINES 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.

4.0 PENALTY FOR EXAMINATION IRREGULARITIES

- 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:
- 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.
- 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.

4.2 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.
- 4.3 Candidates should not commit any examination irregularity to avoid having their results cancelled.

CHIEF EXECUTIVE OFFICER