

Exam supports at CIT

All exam supports must be confirmed by the Disability Support Service with the Exams Office before you are allowed them in assessments/ examinations.

Invigilator

- An invigilator is a person who supervises the exam and makes sure all the exam rules are followed. If you have a scribe or reader for your exam, they will also act as the invigilator.

Reader

- CIT now uses Mp3 players with recorded versions of the exam paper instead of a reader.
- Students with a scribe/reader will still get a person. A reader reads the exam paper for you - you can ask the reader to read the exam questions as many times as you like.

Scribe

- A scribe is someone who will write your answers for you during the exam. The scribe will only write down exactly what you tell them to write.

Laptop

- The Exams Office will provide an exams laptop for you to type your exam on.

Separate room

- Taking exams in a separate room means you do not sit your exams in the main exam venue with your class, this room will normally be shared. If you have a reader/scribe for your exam you will be in a separate room. If you use an Mp3 player and/or laptop the room may be shared with other students.

Extra time/ Rest break

- Extra time means that you will usually get an extra 10 minutes per hour for an exam. So for an exam of 2 hours you would have 2 hours 20 minutes to take your exam. You will be get an extra time letter each year from the Exams Office to support this. Students with extra time only usually sit their exam in the main venue.
- Students may be entitled to restbreaks where they need to pause their exam due to an injury or disability and do not lose out on any time.