

	INSTRUCTION SHEET AND PROHIBITED ITEMS	F-DSM-66EE-04
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APPENDIX I. INSTRUCTION SHEET AND PROHIBITED ITEMS



EXAMINATION INSTRUCTION SHEET

(Please read the following instructions carefully before starting the exam)

1. **The invigilators will only call candidates into the classroom at the beginning of the day.** During the subsequent hours, candidates will not be notified or called; rather, each candidate **MUST** enter the classroom at the start time shown on their enrolment form. Only a 5 minute delay is allowed at this time.
Please have your Spanish National ID card, Passport, or Foreigner's ID card to hand so that your personal details can be checked, and you can be shown where to sit, and given your personal examination code.
2. Deposit **ALL** your personal items and coats in the **lockers** provided **in the room**.
3. **Tables must be empty**, with ID cards put away. Read the instructions on the screen carefully. Once you have read them, select the "Aceptar" button to access your exam.
4. Please note that the keyboard is inaccessible and may not be used during the exam. You may only use the mouse. **The keyboard will only be allowed to answer AML essay questions.**
5. Enter the personal and non-transferable **access code** provided to you by the invigilator. Once the code has been accepted by the system, your exam will begin.
6. **Remember that no material may be brought into the room.**
Note: the examination application will provide a simple calculator that can be used if necessary **for FCL examinations only**. Should you need to use a CR you can use your own or ask an invigilator for one.
7. Candidates may not leave the room during the examination, except in cases of force majeure, which shall be assessed by the invigilator. If a candidate does have to leave the room, this will not stop the clock on the time left to complete the examination. **The timer will not be stopped at any moment.** Once the time has expired, the exam is over.
8. Please **DO NOT SPEAK during the examination**. If you have a problem with your place, let the invigilator know; they will decide what action to take.
9. Once the exam has been completed, the invigilator will bring your printed Answer Sheet to you for you to sign. You will have 5 minutes to check that your on-screen answers match those on the Answer Sheet. Only after you have signed the Answer Sheet will you

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be given your final mark. Otherwise, you will not receive the sheet with your final marks. You may leave the examination room until your next exam.

10. Failure to comply with the rules set out above will be considered **misconduct** and will result in your being prohibited from participating in other examinations for the same licence or in examinations for other licences, ratings or certificates for a period of 12 months from the end of the month in which the exam was taken, in accordance with the *Guide to Aircraft Maintenance Licence (AML) Examinations (G-DSM-66EE-01)*.

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PROHIBITED ITEMS

It is strictly prohibited for candidates to enter the examination room carrying any of the following items or equipment, even if, in the case of electronic equipment, it is switched off or disconnected:

- All types of mobile phones;
- Recorder of any kind;
- Calculator of any kind;
- MP3, MP4, iPod or similar music player;
- Any means of communication with the outside world;
- Laptop computer of any kind, including iPad or similar;
- Any type of watch;
- Any type of instrument that allows communication with the outside world or the storage of data, other than those mentioned above;
- Bags of any kind;
- Backpacks.
- Wallets;
- Cases, sleeves, pens, paper, etc. (any kind of stationery).

PLEASE:

TURN OFF YOUR TELEPHONE