

Instructions for taking Knowledge retention test

- You should check the web site of the Faculty for the testing schedule in lecture halls
- You should be in front of the appropriate lecture hall 15 minutes before start of the test
- In the index booklet, on the XII semester verification page, **enter “Knowledge retention test” in the column “Course Title”**
- You are obliged to take the following with you:

Your index booklet
A ballpoint pen

- You should turn off your mobile phone before entering the lecture hall.
- During the test you are not allowed to use pencils, marker pens, mobile phones, calculators, computers and other electronic devices.
- Knowledge retention test lasts for 3 hours.
- After you have entered the lecture hall, a teacher or a teaching associate will determine where you will sit. When all the students have taken their seats, you will get your test papers. You are not allowed to speak when all the test papers have been handed out.
- You should check immediately if your test paper contains 100 questions and 1 answer sheet. You should also check whether all the pages are legible.
- Upon receiving the test and the answer sheet, you must write your first name, last name, and index number on the answer sheet, as well as at the bottom of the same page (on the perforated part of the paper, which you should detach, take with you, and keep)
- As knowledge retention test lasts for 3 hours you will have enough time to think about each question, so there is no need to hurry.
- Answers are entered exclusively into the answer sheet by marking an entire circle next to the question using a ballpoint pen (like in the example below).

6 (A) ● (C) (D) (E)

- It is important to emphasize that you are not allowed to enter any other marks or corrections in the answer sheet as each such correction will be treated as an incorrect answer
- In a separate column on the answer sheet, enter your average grade in the studies (4 options were offered, with a range of average grades of (6-7, 7-8, 8-9, 9-10)
- In case you need any additional information, please contact the present member of the staff
- After you have completed the test you should give your test paper and the answer sheet to the teacher. On that occasion, the teacher will sign your index booklet as a proof for taking the knowledge retention test. As this signature is necessary to have for verifying the semester, you are advised not to forget to take it after submitting your test paper as it will not be possible to take the signature later.

Thank you for your cooperation