



September 26, 2022

Dear Parents & Students,

Hopetown Girls' School will be administering the SAT exam on **1st October 2022**. The guidelines for our center are listed below. We will appreciate if all guidelines are followed **STRICTLY** which will enable us to administer the exam smoothly. For further queries, please reach us at collegeboard@hopetown.co.in

Guidelines:

1. Candidates must report to the center by **7:15 am**. The gates will close at **7:45 am**.
2. All candidates will have to fill the [self-declaration](#) form before the exam date.
3. Only students will be allowed to enter the school campus; parents/guardians are requested to drop the students and leave the campus.
4. No waiting/ parking of vehicles will be allowed outside the gate.
5. Parents should pick the student from outside the school gate after the end of the examination.
6. Candidates will queue up and get a temperature check before entering the campus.
7. Only Admission tickets, Passports /Aadhar cards, Pencil boxes, and calculators will be allowed inside the examination rooms.
8. Candidates should bring their Masks, Sanitizers, Face Shield & Surface cleaning spray for their safety.
9. Candidates are advised to bring their own water bottles & dry snacks.
10. **NO MOBILES & Smartwatches** will be allowed inside the campus. There is no provision to deposit your mobile phones therefore kindly leave them with your parents/guardians.
11. Candidates must carry their Passport/Aadhar Card in original and a photocopy for identification purposes.
12. Teachers & candidates will have to wear masks for the entire duration of the exam.
13. Students to always maintain 6 feet distance between one another during their stay on campus.
14. All students and staff must follow the sanitization process at the gate.
15. Please use the hand sanitizer placed at the gate & outside the examination rooms.
16. No gathering of students will be allowed in the hallways during the breaks.
17. Candidates will have access only to the examination area and will not be allowed to roam on campus.
18. During exam breaks, students will be allowed to go to the washroom in a staggered manner.
19. If any candidate fails to meet the temperature check, he/ she will not be allowed to sit for the examination.
20. Please produce the original hard copy of your Hall Tickets when required.

Tentative Exit Timings:

SAT: Between 11:30 am TO 12:00 pm