

北京大学研究生考场规则

(2002 年 7 月修订)

一、考生必须按规定的考试时间提前 5 分钟进入考场，服从监考人员的安排并隔位就坐。将学生证放在桌面上，以备查对。不带学生证者不得参加考试。考生迟到 15 分钟以上或无故不参加考试者，以旷考论处。开考 30 分钟后，才准交卷离场。

二、闭卷考试，考生除必要的文具及教师指定的用具外，不得携带任何书刊、报纸、稿纸和通讯工具（如手提电话、寻呼机等），或有存储、编程、查询功能的电子用品。

三、考生答题必须用书写蓝色或黑色文字的钢笔或圆珠笔书写，字迹要工整、清楚。答题一律用专门的答题纸书写，答案写在草稿纸上的一律无效。

四、考生对试题内容有疑问时，不得向监考人员询问。如遇试题分发错误和字迹模糊问题，可举手询问。

五、考生进入考场必须自觉关闭手机、寻呼机等通讯工具，以确保考场的考试秩序。考试过程中接听通讯工具将视为考试作弊。

六、考试时间为两小时（含）以内的，且考试为闭卷考试，则考试期间不允许学生中途离开。如考试时间为两小时以上，学生需要上洗手间的，可举手示意并获得监考老师的同意，整场考试同一时间内只允许一名同学申请。在考生离开考场前，需将所有考试资料交予监考老师。

七、考生必须严格遵守考场纪律，在考场内必须保持安静，不准吸烟，不准交头接耳，不准偷看、夹带、抄袭或者有意让他人抄袭答题内容，不准接传答案或者交换答卷等。交卷后，不得在考场附近逗留、谈论。

八、对考试作弊及其它违反考试纪律的考生，依据《北京大学研究生学籍管理实施细则》处理。

九、监考人员宣布考试结束时间到之后，考生应立即停止答卷，并将试题和试卷纸放在桌面上。经监考人员核查无误收卷后，方可逐一离开考场。试题、答卷纸和草稿纸不准带走。

Peking University Graduate School Examination Regulations

1. According to the exam time regulation, examinees must arrive at the exam 5 minutes early and must obey the proctor's seating arrangement and must sit with an empty seat between students. Students must set out their student IDs on the desktop to be used for reference. If a student does not bring their student ID then they are prohibited from taking the exam. Students that are 15 minutes or more late or without a reason do not show up then they are considered to be absent from the exam. Thirty minutes after the start of the exam students may turn in the exam and leave.
2. During a closed book exam, aside from essential paper and professor approved tools, students are not allowed to bring any books, periodicals, newspapers, lined paper and communication devices (i.e. cell phones, pagers, etc.), or electronic storage devices, computer program devices, or electronic dictionaries.
3. Students must use black or blue ink to answer exam questions, and must write neatly and clearly. Answers must be written on the provided exam paper, answers written on additional scrap paper will not be counted.
4. When a student has a question regarding the exam material they are not permitted to ask the proctor their question. In the case of exam questions having an error or unclear handwriting question, then the student may raise their hand and ask.
5. When students enter the exam location they must make sure to shut off their cell phone, pager and other communication devices to ensure that the exam does not have any disruptions. While taking the exam, answering a phone call or other communication device will be considered cheating.
6. If the exam lasts for 2 hours or less, students are not allowed to leave the room before turning in the exam. If the exam lasts longer than 2 hours, students may use the restroom during the exam under proctor's approval. Only one student at a time may use the restroom. The proctor should keep all exam material of the student in restroom break while the student leaves the room.
7. Students must strictly observe exam room discipline, while in the exam room students must maintain silence, and are not permitted to smoke, whisper to each other, look at other's exams, hide test notes to be used to cheat, plagiarize or cause others to plagiarize answers, and are not allowed to exchange answers or answer sheets. After a student turns in their exam they are not permitted to come back in or stay in the exam room to discuss the exam.
8. Those who cheat on the exam or violate other exam rules will be dealt with according to "Peking University Graduate School Student Conduct Rules and Regulations."
9. After the exam proctors have announced that the exam period is over students should immediately stop writing answers and place the exam questions and answers on top of the desk. After the proctor has examined that there are no mistakes and has accepted the exam then students can leave one after another. Test answers, questions and scrap paper may not be taken out of the exam room.