



Oxford University Mathematical Institute

Final Honour School of Mathematics Part C, 2009

Second Notice to Candidates

This notice summarises information about the examination. You should read this notice carefully. Details include :

1. Practical arrangements in the Examination Schools, including examination numbers, handing in of scripts and so on.
2. Procedures in the case of illegible or incomplete scripts, and illness.
3. Notification of results.

Timetable

The timetable will have been sent to each candidate individually by the Examination Schools. The timetable is also posted on the Examination Schools website. (The list of timetables is alphabetised by examination code, which for the Honour School of Mathematics Part C is DMAC.)

Presence of Examiners in the Examination Hall

An Examiner will be present for the first 30 minutes of each paper and the invigilators will be able to contact the Examiners throughout the paper. If you believe that a question is incorrect or ambiguous, you may ask the invigilator to communicate with the Examiners. However, the Examiners cannot give you any other advice about the examination and any correction or clarification given to you will be announced to all candidates. After the first 45 minutes of each paper, no further corrections or clarifications will be announced. If after 45 minutes you believe a question is wrong, you should note this in your script, and answer the question as set.

Audrey G Curnock

Chairman of Examiners
Mathematical Institute

19th May 2009

Conduct of Examination Sessions

All papers will be sat in the Examination Schools. You should arrive at the Schools at least 10 minutes before the start of each of your papers. **You must take your University card with you to each examination and it must be displayed on your desk.** You may also take the yellow examination timetable sent to you by Examination Schools, which has your candidate number on, provided you have not written on it or otherwise modified it. Nothing else apart from writing equipment (and a calculator if its use is permitted, as listed on the first notice) may be taken into the exam room unless permission has been granted by the Proctors. *Mobile phones are included in this rule and cannot be taken into the exam room.* You must expect this rule to be rigorously enforced by the invigilators.

Candidate identification

Your University card should be placed on a corner of your desk with the photograph side upwards to assist the Invigilators in checking identities. You will be seated alphabetically by name. There will be a label on your desk with your name but not your candidate number. It is essential that your candidate number be entered correctly and legibly on the front sheet of each bundle of answers. You must not enter your name or college anywhere on your examination scripts.

On reaching your desk you should check that the correct question paper has been provided but should not open the paper until the invigilator declares the start of the examination. You may not leave the examination room except with the permission of the invigilator. Candidates are not permitted to leave during the first 30 minutes nor the last 30 minutes of an examination. You may take your question paper with you at the end of the examination but no other paper may be removed from the examination room.

Scripts

Booklets of unlined paper are provided. You may write on both sides of the paper. Graph paper will be available. You should take careful note of the rubric for each paper. Your candidate number must be written on the front page of each answer booklet and be clearly legible. **You must begin your answer to each question in a new booklet.**

Handing-in of Scripts

Read this section very carefully.

You must start each question in a new booklet.

Half unit papers: you must order your booklets by question number and secure with the treasury tag provided. Then, on the front page of the top booklet, list the question numbers of the questions attempted.

Whole unit papers: these have two sections. You should first group the answer booklets for each section together, and arrange them within each section in numerical order. On the front page of each group of booklets, list the question numbers of the questions attempted in that section. If you have not attempted any questions in a

particular section, you must hand in an empty booklet, with the front page completed, stating that no questions were attempted in that section. Finally, order the groups of booklets alphabetically by section, and secure them all together with a single treasury tag.

Rough work

No special paper is provided for rough work. A separate answer booklet may be used for rough working, and should be labeled as such: these booklets must be handed in at the end of the examination. Alternatively, you may do rough working in the same booklet as your fair copy. In this case you should cross through all rough working to indicate very clearly to the Examiners what is to be marked and what is not.

Illegible scripts

Please write legibly. Examiners may require illegible scripts to be transcribed. The cost of transcription is charged to the candidate.

Illness

If you are prevented by illness or other cause from attending any part of the examination you should ensure that the Senior Tutor of your college is informed immediately. In the case of illness a medical certificate will be required.

Notification of results

The examiners hope to finalise the class and pass lists on Monday 29th June. After the 29th June, to find out your results you may log on to the Student Self Service at www.ox.ac.uk/current_students, for which you should have registered and obtained a password. (Your student self service user ID is printed on your university card.) The USM marks on all your papers will be made available to the Senior Tutor of your college, who will arrange for them to be communicated to you. Neither Schools staff nor Mathematical Institute staff can give results over the telephone.

The Examination Schools have decided that from this year, class lists will no longer be displayed on noticeboards or on the web. Examiners have asked that this be reconsidered for the future.

Audrey G Curnock

Chairman of Examiners
Mathematical Institute

19th May 2009