



**Instructions and Reminders for N4 Fourth Long Examination**

**BEFORE THE EXAMINATION**

1. Confirm and check the examination location and schedule. The examination shall take place on **May 07, 2024** in **Room 203, 2nd floor, Sotejo Hall**. The exam will start promptly at **1:00 PM**. The schedule is as follows:

2.

Exam	Coverage	Date	Time
Fourth Long Examination	<ul style="list-style-type: none"> <li>• Alterations in nutrition and metabolism (digestive system and accessory organs)</li> <li>• Alterations in metabolic and hormonal regulation (endocrine system)</li> <li>• Alterations in reproductive system (male/female)</li> </ul>	May 07, 2024	1:00 - 2:30 PM

3. Report to the exam room on time. The room will open only at 12:45 PM. Be punctual. Late examinees will be accommodated but will not be given additional time to complete the exam.
4. Examinees are required to wear their complete uniform (hospital or community) and UP school ID (with an updated sticker for 2nd semester of AY 2023-2024).
5. You are only allowed to bring the following inside the exam room:
  - Two (2) pencils No. 2
  - One (1) eraser
  - Two (2) ballpens with black and red ink
  - Facial tissue or handkerchief
  - Small bottle/spray bottle for hand antiseptic
  - Water bottle

*\*Borrowing of the above materials from other examinees is NOT allowed.*
6. The following are prohibited inside the exam room:
  - Books, notes, review materials, and other printed materials
  - Watch of any kind. A timer will be provided for you.
  - Any unnecessary jewelries or accessories.
  - Mobile phones and other electronic gadgets/devices.
  - Bags and other personal belongings will be kept in Room 204. As much as possible, do not bring valuables. Personal belongings brought by an examinee shall be for their own account. UPCN will not be answerable for any such item or personal belonging that might be lost during the exam without fault or negligence on its part.
  - Do not leave your trash inside the rooms. Clean as you go.



**DURING THE EXAMINATION**

1. Read/listen and follow the instructions carefully.
2. Please focus on your own exam paper. If you have any questions or concerns, please raise your hand and your faculty/proctor will come to you. You are not allowed to communicate by any means with other students or people.
3. You are not allowed to copy and/or record any part of the exam.
4. When asked, fully shade the letter of your answer using a pencil. Answers that are not recognized by the answer sheet scanner will not be considered.
5. Keep your answer sheet clean. Avoid erasures.
6. University of the Philippines and/or College of Nursing rules apply on issues of misconduct and/or academic/intellectual dishonesty, cheating, etc.

**AFTER THE EXAMINATION**

1. The examination should be done within 1.5 hours. You may finish the examination at an earlier time.
2. After answering all items of the exam (60 items), put your answer sheet along with the exam questions and/or extra papers inside your folder/envelope.
3. Feedback and review of the exam will be scheduled at a later date. You are still **NOT ALLOWED** to copy and/or record any part of the exam. Issues of misconduct and/or academic/intellectual dishonesty will be dealt with according to UP and/or UPCN rules and regulations.

**ACADEMIC INTEGRITY PLEDGE**

As a student of the University of the Philippines Manila, I pledge to uphold the highest standards of ethics and academic honesty and integrity as defined by the University of the Philippines' Code of Student Conduct (2012) and the University of the Philippines Manila's Student Handbook (2019).

In addition, I pledge to follow the Academic Integrity Honor Code as stated below, and follow the rules and policies for this examination.

I understand I must work entirely alone on this examination.

I affirm that I will not give or receive any unauthorized help (in any form) on this examination.

I will not share information about any aspect of the exam with other students of the class who have not completed the examination.

I will direct all questions and concerns regarding the examination to the assigned proctor or faculty.

I understand that any academic integrity violation may result in corrective measures, suspension, or expulsion, as stipulated in the UP Manila Student Handbook (2019).

\_\_\_\_\_  
 Student's Name & Signature

\_\_\_\_\_  
 Date