



National Examinations Guidelines for School Administrations

Importance of the National Examinations

What benefits do Grade 12 student get from the National Examinations?

It is a measurement tool that helps the student with the following aspects:

- Measuring their academic achievement at the end of secondary stage.
- Identifying their strengths and areas for improvement for their university study.
- Motivating them to stand out and compete positively.
- Measuring their ability to analyse information and data and come up with solutions based on real-life situations.
- Measuring their applied language and computational skills.
- Providing appropriate support to evaluate their abilities for university choices.
- Measuring their skills, knowledge and core competencies that contribute to their participation in building the knowledge-based economy and society.

What benefits do Grade 9 student get from the National Examinations?

It is a measurement tool that helps the student with the following aspects:

- Measuring their academic achievement at the end of Grade 9.
- Identifying their strengths and areas for improvement before moving to the secondary stage.
- Motivating them to stand out and compete positively in order to improve their skills, knowledge and basic competencies.
- Measuring their linguistic skills and scientific and mathematical abilities and knowledge, by applying them to real-life situations.

School Administrations' Guidelines

Before the implementation of the National Examinations

- Increase students' awareness of the importance of the national examinations.
- Enhance students' self-confidence and provide a supportive environment for them.
- Provide students and parents with the national examinations schedule.
- Prepare the teaching and administrative staff for the organisational aspects of conducting the national examinations.
- Prepare in advance the examination halls, the necessary tools and devices for conducting the national examinations.
- Ensure that the examinations halls are free of any supporting educational materials.
- Attend the briefing meetings held by BQA and disseminate the information to the relevant individuals in the school.
- Utilise the publications issued by BQA.

During the implementation of the National Examinations

- Ensure receiving all national examination materials from the designated distribution centre.
- Report any behavioural or administrative violations to the BQA.
- Facilitate the quality check of the school by BQA representatives.
- Display a copy of the instructions of the national examinations inside the examinations hall.

After the implementation of the National Examinations

- Ensure the safety of students' answer papers, preventing damage and loss, and return them to the distribution centre within the specified time after the examinations.
- Keep copies of the attendance register, seating plans, and any instructions or correspondence between the BQA and the school in a specified file.



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