

Reminder email #1 - (sent 23 January 2018)

Dear HPAT-Ulster Candidate,

Please take note of the following important information:

1) Reporting to the test centre:

You must report to the test centre at the time and location stated on your Admission Ticket, it is not necessary to arrive earlier. The test itself will start as soon as all pre-testing procedures are completed. If you report to the centre after all candidates have been admitted to the test room, you may not be admitted. No latecomers will be admitted once the test has started.

It is not possible to advise and guarantee test start and finish times. When making transport arrangements you should allow up to 4½ hours from the arrival time stated on your Admission Ticket for all testing procedures to be completed, but this time may be shorter at centres with smaller candidate numbers. Candidates are not permitted to leave the test room before the test has finished.

You are advised to have lunch before reporting to the test centre. The cafes at Coleraine and Jordanstown will be open for a limited time. The café at Magee will not be open.

2) When you report to the test centre, you must bring:

- Your printed HPAT-Ulster Admission Ticket (with ID document number added manually); AND
- Approved, current, photo-bearing identification document; AND
- pencils (preferably 2B) and eraser for the machine scorable sections of the test, and a blue or black pen for the Written Communication section.

3) Prohibited items:

Mobile phones, calculators, dictionaries, audio or recording devices of any kind, food (unless permission is granted by the HPAT-Ulster Office based on medical reasons) are not permitted. The test supervisors at your test centre will advise where to put your belongings. Valuables such as wallets, keys and mobile phones (**switched off**) may be placed under the desk during the test. **Mobile phones must not be worn on the body and must not be accessed during the test.**

We will endeavour to provide storage facilities for candidate property during the testing at the test centres, but you are advised to bring only essential items to the test centre with you as neither the test centre nor the HPAT-Ulster Office can be held responsible for the security of your belongings.

All other items with the exception of a bottle of drinking water are prohibited.

4) Misconduct

As HPAT-Ulster is a high stakes test, standard security procedures will be strictly enforced at all times.

Any form of misconduct during the test will attract severe penalties. Candidates found to be in breach of the test rules may have their HPAT-Ulster results cancelled and be prohibited from sitting HPAT-Ulster for a period or at all.

Misconduct (whether occurring prior to, during or after the HPAT-Ulster test) means any unacceptable conduct that might result in unfairness or inaccurate results such as, without limitation:

- breach of any of the security arrangements for HPAT-Ulster
- impersonation
- attempting to remove a test book or answer sheet or part thereof, or any notes, from the testing room
- failure to follow test supervisor's instructions at all times
- giving or receiving assistance during the test
- creating a disturbance
- using prohibited aids (including but not limited to: notes, note paper, dictionary, calculator, mobile phone, electronic devices of any kind, stationery items other than pencil, pen and eraser, etc.)
- copying another candidate's work
- writing, marking or folding your test paper or answer sheet, during reading time or after the instruction is given to stop writing
- writing on the Admission Ticket during the test
- using the test questions, their content or information about them for purposes other than your sitting of HPAT-Ulster is prohibited. This includes: publishing the test questions or any of their content or information about them on the internet, any digital format or otherwise; and/or passing the test questions, any of their content or information about them to third parties
- the giving of false or misleading information at any stage in connection with your participation in the HPAT-Ulster test
- infringement of the "ACER" or "HPAT-Ulster" trade marks. Trade Mark infringement includes performing any act which only a trade mark owner or a person authorised by the trade mark owner may do
- infringement of copyright. Copyright infringement includes: performing those rights or authorising the performance of those rights which are granted at law exclusively to the copyright owner. These rights include the exclusive right to reproduce the copyright work in a material form and to communicate that work to the public

Infringement of copyright:

HPAT-Ulster is copyright material that is owned by ACER. In addition to any penalty imposed for unethical behaviour arising from a candidate using or passing on information about test questions to a third party for the purpose of the candidate's or a third party's personal or commercial gain, a candidate, or a person acting on a candidate's behalf, who infringes or misuses ACER's intellectual property rights in HPAT-Ulster may be subject to legal action.

Regards,

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