



សាកលវិទ្យាល័យ កម្ពុជា  
University of Cambodia

N: ...014.09.02.UC/A...

ព្រះរាជាណាចក្រកម្ពុជា  
ជាតិ សាសនា ព្រះមហាក្សត្រ

September 03<sup>rd</sup>, 2014

Colleges  
Arts & Humanities  
Education  
Law  
Management  
Science &  
Technology  
Social Sciences

Institutes  
Institute of  
Research &  
Advanced Studies  
Institute of  
Technical &  
Professional  
Training

Centers  
Center for ASEAN &  
East Asian  
Studies  
Center for  
English Studies  
Center for  
International  
Studies

Asia  
Leadership  
Center

FINAL EXAMS OF TERM III (AY 2013-14)  
FOR INSTRUCTORS

1. The Final Exams will be held on September 30 – October 02, 2014 for weekday classes and October 04 – 05, 2014 for weekend classes.
  - The schedule for the exams will be announced by the Office of Student Academic Affairs nearer the date.
2. You are requested to submit your exam papers through the Associate Dean to the Office of Student Academic Affairs by September 18, 2014.
3. For undergraduate students, the exams will be centralized, and will be strictly monitored.
4. You are required to attend and participate as an Invigilator for your undergraduate courses.
  - Guidelines on what is expected of you are attached.
5. Please note that you must play an active role, and
  - The poor performance of Invigilators in the past means that I have had to ask the Chief Invigilator to include an evaluation of the individual Invigilators in their final report for the exam.
  - This will be used to determine payment, and will also be entered into your employment record.
6. We want to ensure that The University of Cambodia's degrees are credible, and have the respect of employers and others. ✓



*Dr. Y Ratana*

Dr. Y Ratana

Vice President for Academic Affairs

cc: - President, - Vice Presidents, - Deans, - Associate Deans  
- Office of Student Academic Affairs, - All relevant offices



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University of Cambodia

N: 0140901 UC/A

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September 03<sup>rd</sup>, 2014

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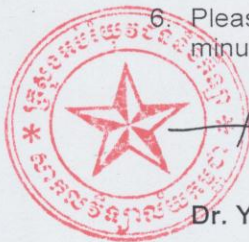
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**FINAL EXAMS OF TERM III (AY 2013-14)  
FOR STUDENTS**

1. The Final Exams will be held on September 30 – October 02, 2014 for weekday classes and October 04 – 05, 2014 for weekend classes.
  - The schedule for the exams will be announced by the Office of Student Academic Affairs nearer the date.
2. For undergraduate students, they will be centralized, and will be strictly monitored.
  - All students should be familiar with what is expected of them by now, and we will rigorously impose the existing regulations regarding to cheating.
  - This will ensure that employers continue to respect and value degrees from The University of Cambodia.
3. Students who sit the exams are expected to have maintained at least the minimum attendance required for that course; otherwise, they are barred from taking the exams, or their marks will be forfeited if they do take the exams.
4. All students must bring their University identity card, so that their presence during the exams can be verified.
5. You are reminded that the use of hand-phones (including as calculators) is BANNED, like all other forms of communication with anybody apart from the Chief Invigilator and other authorized personnel.
6. Please be reminded that you can only ask questions in the first thirty minutes of the exam.



*Y Ratana*

**Dr. Y Ratana**  
Vice President for Academic Affairs

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