

24 June 2024

Dear Parent/Guardian



2024 SECONDARY 4 AND 5 PRELIMINARY EXAMINATION

1. The **Secondary 4 and 5 Preliminary Examination** will be conducted during the following periods:

Sec 4 Normal Academic (NA) Written Examination	5 August – 16 August
Sec 4 Normal Technical (NT) Written Examination	5 August – 16 August
Sec 4 Express (4E) and 5 Normal Academic (NA) Written Examination	15 August – 23 August
Sec 4E5N Science Practical Examination	26 August
Sec 4E Pure Science Practical Examination	27 August and 28 August

2. Secondary 4NA and 4NT students will report to school on **8 August** for National Day Celebrations. Normal curriculum lessons will resume on **19 August (Monday)** for Secondary 4 NA and 4 NT students.
3. Secondary 4E and 5NA students will report to school on **29 August** for Staff Day Celebrations with their normal curriculum lessons resuming on **9 September (Monday)**.
4. The English Language Listening Comprehension (LC) [Paper 3] Preliminary Examination will take place during the assembly period in **Term 3 Week 6** for the Secondary 4E, 4NA, 4NT and 5NA classes.
5. The examination timetable and a Memorandum on Malpractice during examinations are enclosed for your reference. Please spend some time going through the Memorandum on Malpractice together with your child/ward. The timetable is available on the school website at the following address: <https://hougangsec.moe.edu.sg/quick-links/for-students/2024-prelim-exam-timetable>
6. We would like to highlight the following points to parents:
- There will be no re-sitting of the examinations for all absences. Any absence from the examination has to be supported by a medical certificate from a registered General Practitioner.
 - Students are to be present at the examination venue at least 30 minutes before the start for each paper. Students who are late will not be given additional time for the paper. Students who are more than 30 minutes late may not be allowed to sit for the exam paper.
 - Students will report to school as per usual timing on a normal Wednesday by 8.20 am.
 - Students need not report to school if they do not have any papers on that day. Parents/Guardians are encouraged to supervise your child/ward on these days and motivate them to self-study at home.



- e) Students are dismissed only after they have completed all their papers for the day. They are not allowed to leave the school premises during the break time between papers.
 - f) The school will enforce strict discipline during examinations. Students must report to school in proper school attire; otherwise, they could be barred from sitting for the paper.
 - g) Students on suspension are expected to turn up for their Preliminary Examination.
7. As partners in education, we seek your cooperation in motivating your child/ward to study diligently and achieve his/her personal best.
8. For any clarifications, please email: hougang_ss@moe.edu.sg, Attn: HOD/MTL.

Thank you.

Yours sincerely,

Mr Lee Thuan Sim
Principal



MEMORANDUM ON MALPRACTICE DURING EXAMINATION

1. If dishonesty or malpractice by a candidate is found in any paper or component of a subject, the candidate will be given a ZERO for that paper or component.
2. The following are examples of dishonesty and malpractice by candidates.
The list is not exhaustive and other instances of dishonesty and malpractice may be considered by the Internal Examinations Team of Hougang Secondary School at its sole discretion:
 - (a) obtaining unauthorised access to examination material;
 - (b) introduction of unauthorised material into examination room;
 - (c) use of a calculator or other means of arriving at an answer when this is precluded in the syllabus/component;
 - (d) collusion or attempted collusion with other persons during examination;
 - (e) copying from another candidate;
 - (f) disruptive behaviour in the examination room;
 - (g) failure to abide by the instructions of an invigilator;
 - (h) impersonation;
 - (i) plagiarism;
 - (j) failure to abide by conditions of supervision designed to maintain security of examinations;
 - (k) the inclusion of offensive or obscene material in scripts or Coursework;
 - (l) the failure to properly acknowledge sources in Coursework projects;
 - (m) the submission of another person's work as if it were the candidate's own;
 - (n) the alteration of any results document, including certificates.
3. Candidates are not allowed to bring into the examination room any electronic or communicative devices or computerised aids capable of storing visual and verbal information. These include mobile phones, smart watches, Personal Digital Assistances (PDA), Pocket PCs and unauthorised calculators. Should any of these be found in their possession during the examination, it will be deemed as a dishonest act.
4. When the use of dictionaries or texts is permitted in the common test, candidates must ensure that only approved dictionaries and texts are brought into the classroom. These dictionaries or texts must be free from any notes or marginal annotation. Separate pieces of papers, such as post-its and tape flags are not allowed. No critical works, teachers' notes, study notes, or any other secondary material of any kind should be brought into the examination room. Candidates who contravene regulations on the use of dictionaries and texts are liable to the same penalty as those who are found guilty of dishonesty or malpractice in the examination.
5. A candidate may be expelled from the class test, refused entry for subsequent papers and have his or her papers cancelled if he or she is detected for dishonesty.

2024 Secondary 4 Express / Secondary 5 Normal Academic Preliminary Examination Timetable

Date/Day	Paper	Venue	Duration	Time
15 Aug (Thu)	English Language Paper 1	Hall	1 h 50 min	08 00 – 09 50
	English Language Paper 2	Hall	1 h 50 min	11 00 – 12 50
16 Aug (Fri)	Humanities Paper 1 (Social Studies)	Hall	1 h 45 min	08 00 – 09 45
	Principles of Accounts Paper 1	Hall	1 h	11 00 – 12 00
19 Aug (Mon)	Humanities Paper 2 (5N) (Geography / History)	Hall	1 h 40 min	08 00 – 09 40
	Humanities Paper 2 (4E) (Malay Literature)	Hall	1 h 40 min	08 00 – 09 40
	Humanities Paper 2 (4E) (Geography)	Hall	1 h 45 min	08 00 – 09 45
	Humanities Paper 2 (4E) (History)	Hall	1 h 50 min	08 00 – 09 50
	Mathematics Paper 1	Hall	2 h 15 min	11 00 – 13 15
20 Aug (Tue)	Chemistry Paper 2	Hall	1 h 45 min	08 00 – 09 45
	Science (Chemistry) Paper 3	Hall	1 h 15 min	08 00 – 09 15
	Literature in English Paper 1	Hall	1 h 40 min	11 00 – 12 40
	Computing Paper 1	Hall	2 h	11 00 – 13 00
	Additional Mathematics Paper 1	Hall	2 h 15 min	11 00 – 13 15
21 Aug (Wed)	Science (Physics) Paper 2 / Science (Biology) Paper 4	Hall	1 h 15 min	09 00 – 10 15
	Physics Paper 2 / Biology Paper 2	Hall	1 h 45 min	09 00 – 10 45
	Mathematics Paper 2	Hall	2 h 15 min	12 00 – 14 15

Date/Day	Paper	Venue	Duration	Time
22 Aug (Thu)	Literature in English Paper 2	Hall	1 h 30 min	08 00 – 09 30
	Design and Technology Paper 1	Hall	2 h	08 00 – 10 00
	Nutrition and Food Science Paper 1	Hall	2 h	08 00 – 10 00
	Additional Mathematics Paper 2	Hall	2 h 15 min	08 00 – 10 15
	Computing Paper 2	Computer Lab 2	2 h 30 min	08 00 – 10 30
	Art Paper 2	Art Studio 1	3 h	08 00 – 11 00
23 Aug (Fri)	Physics Paper 1 / Biology Paper 1	Hall	1 h	08 00 – 09 00
	Science (Phy/Chem) Paper 1 / Science (Chem/Bio) Paper 1 /	Hall	1 h	08 00 – 09 00
	Chemistry Paper 1	Hall	1 h	10 00 – 11 00
	Principles of Accounts Paper 2	Hall	2 h	10 00 – 12 00
26 Aug (Mon)	Science (Phy/Chem) Paper 5 / Science (Chem/Bio) Paper 5	Science Labs	1 h 30 min	By Shifts
27 Aug (Tue)	Chemistry Paper 3	Science Labs	1 h 50 min	By Shifts
28 Aug (Wed)	Physics Paper 3 / Biology Paper 3	Science Labs	1 h 50 min	By Shifts

2024 Secondary 4 Normal Academic Preliminary Examination Timetable

Date/Day	Paper	Venue	Duration	Time
5 Aug (Mon)	Humanities Paper 2 (Geography)	Hall	1 h 45 min	08 00 – 09 45
	Humanities Paper 2 (History)	Hall	1 h 50 min	08 00 – 09 50
	Humanities Paper 1 (Social Studies e-paper)	Comp Labs/AVA	1 h 45 min	11 00 – 12 45
6 Aug (Tue)	English Language (Syllabus A) Paper 1	Hall	1 h 50 min	08 00 – 09 50
	English Language (Syllabus A) Paper 2	Hall	1 h 50 min	11 00 – 12 50
7 Aug (Wed)	Mother Tongue Languages (Syllabus A) Paper 1	Hall	2 h	09 00 – 11 00
	Mother Tongue Languages (Syllabus A) Paper 2	Hall	1 h 30 min	12 00 – 13 30
12 Aug (Mon)	Science (Syllabus A) Physics	Hall	1 h 15 min	08 00 – 09 15
	Principles of Accounts Paper 1	Hall	1 h	10 00 – 11 00
	Literature in English Paper 1	Hall	1 h 40 min	10 00 – 11 40
13 Aug (Tue)	Mathematics (Syllabus A) Paper 1	Hall	2 h	08 00 – 10 00
	Mother Tongue Languages (Syllabus A) Paper 3	Classroom	45 min	11 00 – 11.45
14 Aug (Wed)	Science (Syllabus A) Chemistry	Hall	1 h 15 min	09 00 – 10 15
15 Aug (Thu)	Mathematics (Syllabus A) Paper 2 #	Classroom	2 h	08 00 – 10 00
16 Aug (Fri)	Design and Technology Paper 1	Classroom	1 h 30 min	08 00 – 09 30
	Nutrition and Food Science Paper 1	Classroom	1 h 30 min	08 00 – 09 30
	Literature in English Paper 2	Classroom	1 h 30 min	08 00 – 09 30
	Principles of Accounts Paper 2	Classroom	2 h	08 00 – 10 00
	Art Paper 2	Art Studio 1	3 h	08 00 – 11 00

Note: Sec 4NA taking Out-of-Stream Express subjects (EL, Math and Science) are to refer to the *Secondary 4 Express / Secondary 5 Normal Academic Preliminary Examination Time-Table* for their examination schedule and venue.

4NA students taking Out-of-Stream English Language Preliminary Exam are to note the following arrangements on 15 August. They will sit for their Mathematics (Syllabus A) Paper 2 in the classroom from 8.00 am to 10.00 am and their OSS English Language Paper 2 exam in the Hall from 11.00 to 12.50 pm. They will be quarantined and given a lunch break (under supervision) until 2.00 pm. From 2.00 pm to 3.50 pm, they will sit for their OSS English Language Paper 1 exam in the classroom.

2024 Secondary 4 Normal Technical Preliminary Examination Timetable

Date/Day	Paper	Venue	Duration	Time
5 Aug (Mon)	Computer Applications Paper 2	Computer Labs 2 & 3	1 h 30 min	08 00 – 09 30
	Basic Chinese Paper 3 (Listening Comprehension)	Classroom	45 min	10 30 – 11 15
	Basic Malay Paper 3 (Listening Comprehension)	MAC Room	45 min	10 30 – 11 15
6 Aug (Tue)	English Language (Syllabus T) Paper 1	Computer Labs 2 & 3	1 h 20 min	08 00 – 09 20
	English Language (Syllabus A) Paper 1	Hall	1 h 50 min	08 00 – 09 50
	English Language (Syllabus T) Paper 2	Hall	1 h 20 min	11 00 – 12 20
	English Language (Syllabus A) Paper 2	Hall	1 h 50 min	11 00 – 12 50
7 Aug (Wed)	Basic Chinese Language Paper 1	Computer Lab 2	30 min	09 00 – 09 30
	Basic Malay Language Paper 1	Computer Lab 3	30 min	09 00 – 09 30
	Mother Tongue Language (Syllabus A) Paper 1	Hall	2 h	09 00 – 11 00
	Basic Chinese Language Paper 2	Computer Lab 2	40 min	10 15 – 10 55
	Basic Malay Language Paper 2	Computer Lab 3	40 min	10 15 – 10 55
	Mother Tongue Language (Syllabus A) Paper 2	Hall	1 h 30 min	12 00 – 13 30
12 Aug (Mon)	Science (Syllabus T) Paper 1	Computer Labs 2 & 3	1 h 15 min	08 00 – 09 15
	Computer Applications Paper 3	Computer Labs 2 & 3	1 h 30 min	10 00 - 11 30
13 Aug (Tue)	Mathematics (Syllabus T) Paper 1	Hall	1 h 30 min	08 00 – 09 30
	Mathematics (Syllabus A) Paper 1	Hall	2 h	08 00 – 10 00
	Mother Tongue Languages (Syllabus A) Paper 3	Classroom	45 min	11 00 – 11 45

Date/Day	Paper	Venue	Duration	Time
14 Aug (Wed)	Science (Syllabus T) Paper 2	Hall	1 h	09 00 – 10 00
	Elements of Business Skills Paper 1	Hall	1 h 30 min	11 00 – 12 30
15 Aug (Thu)	Mathematics (Syllabus T) Paper 2	Classroom	1 h 30 min	08 00 – 09 30
	Mathematics (Syllabus A) Paper 2	Classroom	2 h	08 00 – 10 00
	Computer Applications Paper 1	Classroom	1 h 15 min	11 00 – 12 15
16 Aug (Fri)	Design and Technology Paper 1	Classroom	1 h	08 00 – 09 00
	Nutrition and Food Science Paper 1	Classroom	1 h 30 min	08 00 – 09 30