

*Examinations.*

8. A Committee of five Deputy Heads shall be appointed annually who shall, from time to time, prepare the necessary examination papers, and conduct the examination at Ottawa. Such Committee to be called the Examining Committee. But nothing herein shall prevent any other member of the Board from being present at examinations. The examinations at all other places shall be conducted by the Local Examiners hereinafter mentioned.

9. The examination shall be held as soon as practicable after the nomination of the candidate and the approval of his certificates, &c.

10. The examinations shall in all cases commence at eleven o'clock a.m., and be continued, with such adjournment as may be necessary, until the examination is completed.

11. The Board shall appoint at Toronto, Kingston, Montreal, Quebec, Halifax and St. John, local examiners who, under the instructions of the Board, shall conduct the examinations to be held at those places respectively.

12. The examinations at Toronto, Kingston, Montreal and Quebec shall be held on any day named by the Board for the purpose.

13. The chairman of the Examining Committee shall cause to be kept a record of the candidates for examination, showing the name, age, place of birth and residence of each candidate, by what head of a department nominated, and the time, place and result of his examination.

*Compulsory Subjects.*

14. All candidates shall be examined in the following subjects:—

1. Penmanship.
2. Spelling.
3. Arithmetic—as far as vulgar fractions.
4. Writing from dictation.

*Optional Subjects.*

15. A candidate may be examined, should he so desire, in any one or more of the undermentioned subjects:—

1. Grammar.
2. Translating French into English and English into French.
3. Arithmetic as far as decimal fractions.
4. Book-keeping.
5. Elementary geography.
6. Making abstracts of documents.
7. Shorthand writing.

16. Any one or more of the optional subjects mentioned in the preceding rule may, by order in writing of the Head of any Department, communicated to the Board, be made compulsory for candidates for that department.

17. The examinations shall be conducted by means of printed papers; but the examiners shall not be precluded from putting *viva voce* questions to any candidate for the purpose of ascertaining his competence to pass in any subject.

18. When the Board, by resolution, orders that an examination shall be held at any of the places named herein for such purpose other than Ottawa, the Board shall forthwith notify the Local Examiners at that place of the fact, and shall at the same time transmit to them the necessary examination papers, with a list of the candidates to be examined.

19. The Local Examiners shall see that the examinations are conducted strictly in accordance with the regulations of the Board, and with any instructions they may receive. One Local Examiner at least shall be present during the whole time of the examination.