

4. When more than one room is required for the candidates, an Inspector's substitute must be appointed for each room to preside in his stead.

5. *Declaration of Examiners.*—The presiding Inspector shall transmit to the Education Department, on the first day of the examination, a copy of the following declaration, signed by himself and the other examiners (but such declaration shall not be required more than once from any examiner):—

"I solemnly declare that I will perform my duty of examiner without fear, favour, affection or partiality towards any candidate, and that I will not knowingly allow to any candidate any advantage which is not equally allowed to all."

6. The presiding Examiner shall subject the candidates for Second and Third-class certificates to *viva voce* examinations in Reading, of the result of which a record shall be made and reported to the Department.

IV. DIRECTIONS FOR PRESIDING EXAMINERS.

1. Places must be allotted to the candidates for first and second-class certificates, so that they may be at least five feet apart. All diagrams or maps having reference to the subjects of examination to be removed from the room. Candidates for Third-class must be placed sufficiently far apart to prevent copying.

2. All these arrangements must be completed, and the necessary stationery must be distributed and placed in order on the desks of the candidates at least *fifteen* minutes before the time appointed for the commencement of the examination.

3. No candidate shall be allowed to leave the room within one hour of the issue of the examination papers in any subject; and if he then leaves, he shall not be permitted to return during the examination of the subject then in hand.

4. Punctually at the time appointed for the commencement of the examination in each subject, the presiding Examiner will, in the examination room, and in the presence of the candidates, break the seal of the envelope containing the examination papers, and give them at once to the candidates. The papers of only one subject shall be opened at one time.

5. The Inspector shall further see that at least one examiner is present during the whole time of the examination, in each room occupied by the candidates.

6. Punctually at the expiration of the time allowed, the Examiner will direct the candidates to stop writing, and will cause them to hand in their answer papers immediately, those for Second-class being duly fastened in the envelopes.

7. The Inspector, on the last day of the examinations for Second-class certificates, and at the close of the examinations, will secure in a separate parcel the fastened envelopes of each candidate for a Second-class certificate, and on the same day will forward by express (prepaid), to the Education Office the package containing all the parcels thus separately secured, together with all certificates of character, ability and experience in teaching, which such candidate may have presented to the Board, and the schedule in the form provided. The Inspector shall, at the same time, sign and forward a solemn declaration (according to any form provided by the Department), that the examinations have been held and conducted in strict conformity with the regulations, and fairly and properly in every respect; and shall also, with the papers of each Candidate, certify to the Department, that he has been satisfied as to the personal identity of such Candidate upon proper grounds.

8. In the case of candidates for Third-class certificates, he shall see that the written answers are without delay read and reported on by the County Board, and he shall thereupon see that these answers, and all reports thereon, as approved by the Board, together with the list of certificates issued by it, are also, as soon as possible after the close of the examinations, transmitted by express (prepaid) to the Education Department.

9. In examinations for Second-class certificates, where two or more rooms are occupied, the examiner, in his report to the Department, shall indicate the candidates who were placed in the several rooms respectively.

10. In examining the answers of Third-class candidates two examiners at least should look over and report on each paper.

11. The Central Committee of Examiners appointed by the Education Department will, on the papers for Third-class certificates, assign numerical values to each question or part of a question according to their judgment of its relative importance. The Local Examiners shall give marks for the answers according to the value assigned to each question and the completeness and accuracy of the answer.

12. In order to obtain a Third-class certificate the marks must not be less than one-half of the aggregate value of all the papers for certificates of that rank; but County Boards may, at their discretion, exact in test subjects a higher standard than the minimum, if they have already given notice of their intention to do so.

13. Should any candidate be detected in copying from another, or allowing another to copy from him, or in taking into the room any books, notes, or anything from which he might derive assistance in the examination, or in talking or whispering, it shall be the duty of the presiding Examiner, if he obtain clear evidence of the fact at the time of its occurrence, to cause such candidate at once to leave the room; neither shall such candidate be permitted to enter during the remaining part of the examination, and his name shall be struck off the list. If, however, the evidence be not clear at the time, or be obtained after the conclusion of the examination, the Examiner shall report the case, if that of a Third-class candidate, at a general meeting of the examiners, who shall reject the candidate if they deem the evidence conclusive. If the case be that of a First or Second-class candidate it is to be reported to the Department.

14. The presiding Inspector shall furnish to the Education Department full returns and all necessary information in matters relating to the results of the examination. Any points relative to the examination for Third-class certificates, on which a majority of the examiners do not agree, shall be referred to the Education Department for decision.

V. RULES TO BE OBSERVED BY CANDIDATES.

1. Candidates must be in their allotted places before the hour appointed for the commencement of the examination. If a candidate be not present till after the appointed time, he cannot be allowed any additional time. No candidate shall be permitted on any pretence whatever to enter the room after the expiration of an hour from the commencement of the examination. When the order to stop writing is given, every candidate must obey it immediately.

2. Each candidate is required to conduct himself in strict accordance with the regulations, and should he give or receive any aid, or extraneous assistance of any kind in answering the examination questions, he will be liable not only to the loss of the whole examination, but to the forfeiture or withdrawal of his certificate at any time afterward when the discovery is made.

3. Candidates shall observe the regulation respecting copying, &c., given above.

4. Every candidate for a First or Second-class certificate shall write his NUMBER (not his name) very distinctly at the top of each page of his answer papers, in the middle; and is warned that for each page not bearing his number he is liable to receive no credit from the Examiners.

5. If a candidate for a First or Second-class certificate write his name or initials, or any particular sign or mark on his paper other than the distinguishing number assigned him by the Department, his paper will be cancelled.

6. Candidates for First or Second-class certificates in preparing their answers, will write on one side only of each sheet, placing the number of each page at the top, in the right hand corner. Having written their distinguishing NUMBER on each page, and having arranged their answer-papers in the order of the questions, they will fold them once across, place them in the envelopes accompanying the question papers, and write on the outside of the envelopes the distinguishing numbers and the subjects of examination. They will then securely fasten the envelopes and hand them to the presiding Examiner.

7. Candidates for Third-Class certificates in preparing their answers, will write on one side only of each sheet, and having arranged their papers in the order of the questions, will fold them