



EDAIC Part I Examination and In-Training Assessment – PAPER Examination

Regulations for Candidates

- (1) Candidates must be ready to enter the examination room with their identity card or passport and admission letter 30 minutes before the start of each examination Paper, unless otherwise specified by the Examinations Office. Candidates arriving late for one of the examination Papers will not be allowed entry to sit that examination Paper. This means that they will automatically fail that examination Paper and therefore the whole EDAIC Part I examination.
- (2) Candidates must leave all their belongings at the back of the examination room. These can be reclaimed at the end of each examination Paper. In particular, no books, papers or other forms of literature may be brought into the examination room. Mobile phones, cameras, palm computers, tablet computers, smartwatches, USB sticks and any other type of electronic device allowing Internet connection cannot be taken into the examination room either. Candidates must use the pencil provided by ESAIC and can never use any other type of pen/pencil during the examination.
- (3) Candidates may write notes in the examination booklets. No other paper is allowed in the examination.
- (4) Communication between candidates is strictly forbidden and may result in expulsion from the examination hall.
- (5) Candidates must fill in the answer sheets as detailed in the instructions printed in the examination booklets and on the ESAIC website. Candidates should be aware that their answer sheets may be rejected by the computerised marking system if these instructions are not followed.
- (6) Each examination Paper must be completed within 120 minutes. Candidates with dyslexia or Posttraumatic stress disorder (PTSD) will be awarded 15 additional minutes to complete each paper provided that they send a letter with a diagnosis written and signed by a psychologist or a physician to exam@esaic.org maximum 1 month after the registration deadline.
- (7) Question booklets and answer sheets cannot be taken out of the room. The copyright of examination questions belongs to the ESAIC. The questions used for the examination cannot be copied in any shape or form (screenshots, photographs, transcription, recording, etc...). Any form of copying of the questions is a serious breach of the examination regulations. In the event of this occurring, candidates involved will be disqualified from the examination and will not be allowed to register for any EDAIC Examination in the 2 years following the year of the examination. Furthermore, the ESAIC reserves the right to bring any legal action against any copyright infringement case before the appropriate court of Brussels.
- (8) Smoking inside the examination room is not permitted.
- (9) Candidates can leave the examination room quietly before the end of the allotted time only after receiving approval from the invigilators.
- (10) Candidates should be aware that the pass mark of both EDAIC Part I Papers is set by the Examinations Committee of the ESAIC every year based on both the standard of the examination and the performance of candidates on reference questions. The agreed examination pass marks are therefore final. Appeals from candidates are dealt with on a case by case basis and are only considered if there has been a problem with the examination or there have been procedural irregularities.

Improper conduct or breach of the above regulations during the examination may lead to the immediate expulsion of a candidate, further sanctions can be applied as mentioned above.

EDAIC Part I Examination and In-Training Assessment – COMPUTER Examination

Regulations for Candidates

- (1) Candidates must use the computer provided by the examination centre. They cannot use their own computer.
- (2) Candidates must be ready to enter the examination room with their identity card or passport and admission letter 30 minutes before the start of each examination Paper (i.e. each of the two sets of 60 questions), unless otherwise specified by the Examinations Office. Candidates arriving late for one of the examination Papers will not be allowed entry to sit that examination Paper. This means that they will automatically fail that examination Paper and therefore the whole EDAIC Part I examination. Access codes for the examination platform will be provided by the Host on the examination day once the identity document and admission letter have been checked.
- (3) Candidates must leave all their belongings at the back of the examination room. These can be reclaimed at the end of each examination Paper. In particular, no books, papers or other forms of literature may be brought into the examination room. Mobile phones, cameras, palm computers, tablet computers, smartwatches, USB sticks and any other type of electronic device allowing Internet connection cannot be taken into the examination room either. Candidates taking the test on a computer are not allowed to use any paper or pencils during the whole duration of the examination.
- (4) Access to the Internet is forbidden during the examination. Candidates are only allowed to use the examination software during their examination.
- (5) Communication between candidates is strictly forbidden and may result in expulsion from the examination hall.
- (6) Candidates must fill in all answers. Candidates have a maximum of 90 minutes to complete each examination Paper. The ninety-minute countdown for each examination Paper starts as soon as the candidate has clicked the start button. Candidates must log in at the start of both examination Papers. In case they need to interrupt their examination for any reason, candidates cannot put the test on "hold" and the time allotted for the assessment will continue to run until the 90 minutes allowed per examination Paper have elapsed. Candidates with dyslexia or Posttraumatic stress disorder (PTSD) will be awarded 15 additional minutes to complete each paper provided that they send a letter with a diagnosis written and signed by a psychologist or a physician to exam@esaic.org maximum 1 month after the registration deadline.
- (7) The copyright of the examination questions belongs to the ESAIC. The questions used for the examination cannot be copied in any shape or form (screenshots, photographs, transcription, recording, etc...). Any form of copying of the questions is a serious breach of the examination regulations. In the event of this occurring, candidates involved will be disqualified from the examination and will not be allowed to register for any EDAIC Examination in the 2 years following the year of the examination. Furthermore, the ESAIC reserves the right to bring any legal action against any copyright infringement case before the appropriate court of Brussels.
- (8) Smoking inside the examination room is not permitted.
- (9) Candidates can leave the examination room quietly before the end of the allotted time only after receiving express approval from the invigilators.
- (10) Candidates should be aware that the pass mark of both EDAIC Part I Papers is set by the Examinations Committee of the ESAIC every year based on both the standard of the examination and the performance of candidates on reference questions. The agreed examination pass marks are therefore final. Appeals from candidates are dealt with on a case by case basis and are only considered if there has been a problem with the examination or there have been procedural irregularities.

Improper conduct during the examination or breach of the above regulations during the examination may lead to the immediate expulsion of a candidate, further sanctions can be applied as mentioned above.