Matric No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Desk No:­­­ \_\_\_\_\_\_\_\_

EDINBURGH Napier university

Choose an item.

MODULE TITLE

MODULE NO.

|  |  |  |  |
| --- | --- | --- | --- |
| Academic session: | Choose an item. | Diet: Choose an item. |  |
| Exam duration: |  | Reading time: Choose an item. |
| (excluding reading time) | |  |  |
|  | | Total exam time: |  |

Please read full instructions before commencing writing

|  |
| --- |
| Exam paper information   * Total number of pages: **including front cover** * Number of questions: **no. questions**  * Information about no. of sections, no. of questions to be attempted, any compulsory questions etc. should be given here. |
| Special instructions   * E.g. open book examination, paper to be returned, separate script book per answer. If none, enter None. |
| Special items   * e.g. case study, 1mm graph paper, statistical tables. If none, enter None. |

Examiner(s): Examiner(s) names

**EXAMINATION FRONT COVER**

The information on the Cover Sheet is particularly important as it gives students essential instructions on completing the exam paper.  It is a requirement that this sheet is in Arial 12 Font.

The text highlighted in yellow must be completed. The text highlighted in red can be selected from a drop down menu.

**PART A**

* SPACE FOR MATRICULATION NUMBER
* YOUR SCHOOL OR DEPARTMENT NAME – select from drop down menu
* MODULE TITLE
* MODULE NUMBER

**PART B**

* PLEASE INDICATE THE SESSION AND DIET THE PAPER IS FOR - select from drop down menu
* EXAM DURATION
* READING TIME – If no reading time enter none select from drop down menu
* TOTAL DURATION OF EXAM

**PART C** – **THIS INFORMATION IS IMPORTANT TO THE STUDENT AS IT PROVIDES THEM WITH ENOUGH INFORMATION TO HELP THEM THROUGH THEIR EXAM**

* PLEASE INDICATE THE TOTAL NUMBER OF PAGES
* PLEASE INDICATE THE TOTAL NUMBER OF QUESTIONS
* INDICATE SPECIAL INSTRUCTIONS OR ENTER NONE
* INDICATE IF THE SPECIAL ITEMS SHOULD BE AVAILABLE OR ENTER NONE

**\***This information must be exactly the same on the Requisition Form