
RULES OF TAKING EXAMINATION AND EXAMINATION MALPRACTICE IN FEDERAL COLLEGE OF EDUCATION (TECHNICAL) UMUNZE, ANAMBRA STATE

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Abstract

This paper discussed the concept of examination, and forms of examination malpractice/cheatings form in examination halls. It further highlighted the roles of the invigilators in the examination hall. Rules and regulations that govern examination in Federal College of Education (Technical), Umunze were also discussed. The paper also highlighted categories of examination misconduct and disciplinary actions also that should be taken. Recommendations and conclusion were made based on the discussion.

Examination could be broadly defined as a formal written, spoken or practical test or assessment, especially at school or college (Hornby, 2001). Encyclopedia Britannica, (1972) describes examination as “the assessment of a testee’s performance when confronted with series of tasks, questions, problems or situations in order to ascertain the amount of knowledge he has developed. These forms of assessment were used by the great universities of medieval Europe to examine their school system with relevant rules and regulations. However, the development of modern examination, as it known today, is credited to the Oxford University via its examination statue of 1800. (Asuru, 2002).

Ever since the introduction of modern examination, it has remained an integral part of our formal educational system. Through it, the amount of knowledge acquired by testees can be ascertained. Generally, examination helps to generate data to be used for promotion, certification, selection predication etc. However, for the result of an examination to be credited, valid and reliable, the examination must have been taken according to rules and regulations guiding the examination.

For some decades now, examination in Nigeria has been fraught with various types of examination malpractice. The phenomenon which started in very simple form

(leakage/exposure of question papers) has assumed an embarrassing and cancerous dimension. Afigbo (1996) in Usani (2002) described it as the demon with a thousand faces. What are these faces? They are nothing other than the various forms of Examination malpractice.

Some Forms of Examination Malpractice

Copying a sheet of a paper:- This is done by copying likely answers on a piece of paper and taking it into the examination hall to copy out the answers in the answer sheets.

Ecowas/Ecomog:-this is some arrangement between friends who evolve a suitable system of passing information in coded language during the examination in several ways.

Academic Alliance: - This is some relationship established between a brilliant male student (provider) and a below-average female student referred to as (subscriber). Both of them sit very close together. The subscriber shows gratitude either in cash or in kind. Stretching out the neck to peep into another students work in order to copy the work of another student.

Computer System: - This involves the use of cell phones within the hall with stored answer to receive and send text messages to friends/mercenaries outside the examination halls.

Collusion: - This may involve two or more candidates agreeing to collaborate with unscrupulous examination agencies or school authorities, between candidates and invigilators, between supervisors, invigilators and school authorities or between parents of candidates and invigilators etc, all with intent to cheat.

Leakage: - This takes place when candidates have knowledge of live questions before the examination day. These students are more likely to do better than those who never saw the live questions, as they can read relevant books, notes and could consult others to help coach them.

Impersonation: - This involves a false declaration to be another person. A candidate may do this in order to write examination for another candidate not endowed academically. This plot does not succeed without the connivance of the invigilators and the supervisor with offender, to cheat to attract financial rewards.

Use of Hand Sets: - This may be seen when candidates' use their hand sets to types in their hand sets likely answers of the questions such they copy into their answer scripts.

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Other Forms of Cheating: - Cheating occurs in the examination hall in many instances. Candidate may take in notes into the examination hall to help him answer questions, may copy from peers, exchange answer sheets, share formulae, copy answers on handkerchief or toilet tissue etc.

The following are proven cases of cheating in examination as identified by Usani (2002), Asuru (2002), Opata (2003) and Okedu (2009) in Eberechukwu (2013).

- a. Smuggling worked scripts into the examination hall.
- b. Writing the same number as that of a good student.
- c. One candidates submitting two scripts.
- d. One script having two different handwritings on it.
- e. Candidate swallowing the paper suspected to contain smuggled answers.
- f. Candidates attaching money to script and asking the marker for mercy.
- g. Candidates complaining of running stomach but using the toilet period to find answers to examination questions.
- h. Invigilators pretending to be reading newspaper to allow bright candidates to help the weaker ones etc.

Characteristics of Students who Cheat

It is important to note, that students who have formed the habit of cheating in the examination exhibit certain characteristics. The following characteristic have been identified by Denga (1998: p. 16).

1. Candidates ill prepared for examinations can appear rather unstable and mobile, probably triggered by high tension, anxiety and fear. Their frantic movements and unsteady eye balls suggest them as cheats.
2. Unusual movements of unauthorized person around the examination premises may signal some warning.
3. Some candidates may exhibit an unusual attachment to each other as they walk together and talk intimately to each other just before the examination begins.
4. Some candidates can make some inordinate financial demands from parents to bribe invigilators and supervisors.
5. Unusual number of pockets on dresses may be an attempt to conceal foreign materials in the examination hall.
6. Very short skirts may be worn by girls so that they can easily read the notes and formula written on their thighs.

Unfortunately, among the collaborators in this ignoble act, as, must have been noted, are invigilators and supervisors. But considering the enormous role they play in the conduct of examination, invigilators stand a very good chance of promoting the ethics of examination. What the ethics are, will now be considered with particular

reference to Federal College of Education (Technical), Umuze. But before we do so, let us note a few things about the invigilators

Examination Ethics

The Invigilators

An invigilator is the person in the examination rule or hall responsible for conducting a particular examination session in the presence of the candidates, (Eberechukwu 2013). An Invigilator has a key role in upholding the integrity of the examination.

The role of an invigilator is to ensure that the exam is conducted according to stipulated rules in order to:

1. ensure that all candidates have equal opportunity to demonstrate their abilities;
2. prevent possible candidates malpractice; and
3. prevent possible administrative failure (i.e. Failure in the course of administering the examination like incomplete number of question papers or answer scripts).
4. to carry out his task effectively, an invigilator must:
5. give all his attention to conducting the examination properly;
6. be able to observe each candidate in the examination hall/room at all times report examination anomalies to the chief invigilator for a full written report; and
7. not carry out other task, for example, reading a book or marking, in the examination hall/room.

Furthermore, an invigilator is expected to have a grip of what is expected of candidates, otherwise his ignorance will be exploited by them. It is on this note that I would like us to look at the rules and regulations guiding the conduct of examination in FCE (T) Umuze as stipulated in the revised edition of our Students handbook.

Rules and Regulations of Taking Examination in Federal College of Education, (Technical), Umuze

1. Candidates are not permitted to leave the examination hall during the course of the examination except briefly under continuous supervision of an invigilator.
2. Candidates are not allowed to leave the hall during the first hour of the examination nor during the fifteen minutes.
3. A student must not during an examination, directly or indirectly give assistance to any student or permit any student to copy from or other wise use hi/her paper.
4. No candidate is allowed to carry handing, briefcase etc into the examination hall.
5. The use of scrap paper is not permitted. All rough work must be done in the answer books and crossed neatly through, or in supplementary answer books which must be submitted to the invigilator.
6. No book, printed or written documents or un-authorized aid may be taken into an examination room by students except as may be states in the examination paper.

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7. A student shall write his/her examination number distinctly at the top of their cover of every answer booklet or separate sheet of paper used.
8. At the end of time allowed, each student shall stop writing when instructed to do so and shall gather his/her scripts together ready for collection by the invigilator.
9. Except for the printed question paper, a student may not remove from the examination hall or mutilate any paper or other materials supplied.
10. No student shall speak to any student during examination except with the express permission of the invigilator, and they shall be neither noise making nor any disturbance.
11. Each student shall complete attendance register bearing his/her name, number and signature which shall be collected by the invigilators of each examination hall.
12. A student shall bring his/her Identify card to each examination and display it in a prominent position on his/her desk.
13. Candidates must hand their scripts to the invigilator when leaving the examination.
14. A candidate may be admitted up to thirty minutes after the commencement of the examination, but he/she shall not be allowed extra time.
15. A candidate shall be in the examination room at least thirty minutes before the advertised time of the examination and shall be seated at the appropriate allocated seat.
16. Violation of any of the above rules may attract appropriate disciplinary actions for examination misconduct.

Examination Misconduct and Irregularities

Examination Misconduct can be defined as any act of omission or commission on the part of both students and staff which are not in line with the proper behaviour during college tests, assignments and examinations. Any deviation from proper behaviour or regulation during college examinations as prescribed above is examination misconduct and will be handled by the examination malpractice committee set up by the Provost on behalf of the Academic Board.

Any student caught breaching any of the rule/regulations governing the conduct of examination shall be made to write and sign examination misconduct report and appear before the examination misconduct Committee.

Categories of Examination Misconducts and Disciplinary Actions in Federal College of Education (Technical) Umunze

Category A. 1

1. Possession of already prepared answers to the examination booklet or any type of paper.

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2. Copying from textbooks, handouts, notebooks or any related publication in the examination.
3. Sitting for another candidate and vice-versa (Impersonation).
4. Involving in examination paper leakage.
5. passing in and passing out of answer scripts/questions papers
6. Possession of authorized answer booklet(s).
7. Swallowing or destroying evidence during examination.
8. Physical assault of an invigilator/examiner or student during examination.
9. Forcefully taking other student answer booklet for copying.
10. Refusal to appear before examination misconduct committees after second invitation.

Punishment

The punishment for any student who violates any of the above-mentioned irregularities will be expulsion from the College.

Category A. 2

1. Incitement of other students to disrupt on-going examination.
2. Copying of already prepared answers from pieces of paper, parts of the body, clothing, desk, wall and storages of information in handset.
3. Challenging and use of abusive language on invigilator/examiner.
4. Caught with answer script outside the examination hall (whether used or unused).

Punishment

The punishment for any student who violates of the mentioned irregularities will be for him/her to repeat of one year.

Category A. 3

1. Use of unauthorized handset or computerized calculators during examination.

Punishment

The punishment for any student who violates any of the above mentioned irregularities will be to repeat a semester.

Category A. 4

1. Exchange of answer scripts in the examination hall.
2. Refusal an examination malpractice report.
3. Leaving the examination hall without permission from the invigilator(s).
4. Non submission of answer script to the invigilator (used or unused).
5. Late arrival to the examination after 30minutes of commencement of a particular examination

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Punishment

The punishment for any student who violates any of the above mentioned irregularity will be to repeat of a course.

Category A. 5

1. Copying from fellow student in the examination hall.
2. Refusal to obey official instructions
3. Lateness to examination before 30minutes of commencement of the examination.

Punishment

The punishment for any student convicted of any of the above mentioned irregularities will be determined by the Chief invigilator/invigilator which may include ceasing answer script and question paper for a reasonable time depending on the degree of offence.

Conclusion

This paper has sanitized the importance of examination. It has reminded us of the many ways candidates indulge in examination malpractice and what is expected of the lecturers as to guard against examination malpractice information, and the knowledge of the rules regulations governing the conduct of examinations in Federal College of Education (Technical), Umuze, it is expected that lecturers will leave no stone unturned in ensuring that examinations are effectively invigilated and supervised in the college.

Recommendations

The following recommendations are made for the college by the writer

1. New lecturers should be given an orientation on how to do invigilation of examination.
2. Enough invigilators should be sent to examination halls
3. Students must be strictly warned not to come into the exam halls with their hand sets.
4. Students should be spaced out in the exam halls.
5. Students should not be allowed into the exam hall thirty minutes after the examination has started

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