

Instructions for examinations in law-related courses at the University of South-Eastern Norway.

Adopted by the Programme Council for the Bachelor's degree in Law, the Bachelor's degree in Business Law and Economics on 24 April 2019, updated 22 November 2019 and 24 October 2022.

Pursuant to Section 1-1 of the Regulations relating to Studies and Examinations at the University of South-Eastern Norway of 15 June 2018, these instructions apply to examinations in law-related subjects at the University of South-Eastern Norway.

The instructions apply to the Bachelor's degree in Law, and the Bachelor's degree in Business Law and Economics.

The instructions also apply to the following law-related courses at Campus Ringerike: RET2000 Legal Theory, JUR330 Personal Taxation, JUR331 Corporate Taxation, JUR320 Labour Law I, JUR321 Labour Law II and JUR4000 Labour Law, Organisations in Change.

§ 1 Submission of examination support materials before book inspection

Permitted examination support materials are normally submitted the day before the examination at the designated location and at a specified time.

If the examination support materials are not submitted in person, the person submitting the material must present authorisation and a copy of ID from the person for whom it is being submitted.

All examination support materials to be used on the day of the examination, with the exception of food, beverages, computers and stationery/writing materials, must be submitted to the designated location so that they are ready for inspection.

A copy of the semester card must be brought along and placed together with the examination support materials. All examination support materials must be labelled with the candidate's name.

§ 2 Failure to submit examination support materials pursuant to § 1

Candidates who have not submitted examination support materials for inspection the day before the examination must document legitimate absence, cf. Section 7-12 (3) of the Regulations.

The student may still take the examination. The answer will only be assessed if documentation of legitimate absence has been received no later than 1 week after the examination date, cf. Section 7-12 (4) of the Regulations. If such documentation is not received within the deadline, the candidate is considered to have 'not attended' the examination.

Candidates who have not submitted examination support materials for inspection the day before the examination must hand their examination support materials in to the invigilator before registering. The examination support materials are handed back to the candidate once they have been inspected.

§ 3 Time of examination

Students must meet no later than 30 minutes before the start of the examination.

§ 4 Registration

The candidate finds what can legally be taken into the examination room (food, beverages, PC for digital examinations, stationery/writing materials). Everything else should remain outside the examination room. The candidate can then enter the examination room and find their desk.

Under no circumstances can rucksacks, bags, coats, etc. be taken into the examination room or sought out by the candidate while the examination is taking place.

§ 5 During the examination

Once the candidate is sat at their desk, they are not permitted to leave their desk without being accompanied by an invigilator, not even to retrieve something from a rucksack, coat, bag etc.

Candidates are not allowed to talk to each other during the 15 minutes before the examination question paper is handed out, or after the examination question paper has been handed out.

The examination room must be calm and quiet before, during and after the examination.

§ 6 Students who turn up late for the examination

Students who arrive up to 30 minutes after the examination has started are permitted to take the examination. The above rules regarding the submission of permitted examination support materials, documentation of legitimate absence and inspection of examination support materials also apply to those who show up late for the examination.

§ 7 Leaving/discontinuing an examination

30 minutes of the examination must have passed before students are permitted to discontinue/withdraw from/leave the examination.

§ 8 Cheating

Breaches of the instructions may be considered cheating, cf. Section 8-8 of the Regulations.