



YARA

INTERNATIONAL SCHOOL - RIYADH - KSA
CBSE Affiliation No : 5730018
MOE License No : 520-3890 ; 520-3728



AN INSTITUTION ACCREDITED BY THE QUALITY COUNCIL OF INDIA - NABET

Date: 10th February 2025

Circular No: 135/YIS/AS/24-25/135

The Principal
Alif International School.

Greetings from YIS!

Please find below the guidelines and instructions for your students who have been allotted our School as Examination Centre (859067), Yara International School, Riyadh regarding the conduct of Secondary/Senior Secondary Board Examinations, 2024-25 for your students:

School Location <https://maps.app.goo.gl/BfrLErgmaSNSty8Y9>
(GPS Coordinates 24.62890⁰ N,46.71772⁰ E)

1. Entry & Exit – Gate No 7
2. Reporting time at the Entrance – 6:30 AM to 7:00 AM (entry permitted only for candidates at the specified gates)
3. It is mandatory for all regular candidates to come in your **school uniform** and wear Face Mask inside the examination room during the entire time of examination in case of cold / sickness.

Separate rooms are allotted for boys and girls to keep their books/materials which are not permitted inside the examination room. They may leave these materials in their allotted rooms and report at the examination room (Entry restricted to the candidates only) at 7:15 AM with the following materials.

1. Admit Card (original, duly signed by the Principal with stamp, Mother/Father/Guardian and the candidate)
2. Other materials as mentioned in the admit card (please refer to point no 7 in the admit card)

A copy of the scheduled Examination protocols is also attached for your reference.

Looking forward to your timely co-operation. For any queries related to examination you may please contact Mr. Faal Rehbar 056 282 3809 & for School location related queries Mr. Abdul Kader at 054 083 8025.

Wishing all your students' good luck!

Warm regards

Aasima Saleem

Mrs. Aasima Saleem
Principal



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SCHEDULED EXAMINATION PROTOCOLS

S. No	ACTIVITY	FROM	TO
1	Entry inside the Examination Centre by the candidate	6:30 AM	7:30 AM
2	Strict compulsory Frisking	6:30 AM	7:30 AM
2	Start of entry by candidates in examination rooms	7:15 AM	7:30AM
3	Last entry in the Examination Centre	7:30 AM	-
4	Checking of admit Cards by Assistant Superintendent	7:30 AM	7:45 AM
5	<p>Announcement to ensure that: -</p> <ul style="list-style-type: none"> • students have occupied correct seat only • students are not in possession of any barred item including mobile phone and smart watch • Only blue, black or Royal Blue ink/ballpoint/Gel pen be used. • Check Answer Book to see that it is not defective and that it has correct number of pages. • Write Roll No., other details and Question Paper Code No. in the space specified on the OMR sheet of the Answer Book. • Check that you have received the correct question paper, count the no. of pages of the question paper and ensure that they are correct. In case any page of question paper is missing, the same should be brought to the notice of the Assistant Superintendent immediately. • Roll no. should NOT be written on maps, graphs papers etc.; • Do not write Name, Roll No. or make any Distinguishable Sign or Mark Anywhere in or Outside the Answer –Book. • Write the Supplementary Answer Book Serial No. in the Attendance sheet in the specified column. • Supplementary Answer Books, Maps, Graph Papers etc. must be securely tied to the Main Answer Book with only white tags/twine which will be provided by the centre. 	7:30 AM	7:45 AM
6	Opening of packets of Question Paper in examination room	7:40 AM	-
7	Distribution of the Question papers to the candidates	7:45 AM	-
8	Reading time	7:45 AM	8:00 AM
9	Exam Commences	8:00AM	-
10	Exam Concludes	AS PER TIME ALLOTTED IN THE QUESTION PAPER(S) AND EXTRA TIME PERMITTED FOR CWSN STUDENTS	

Timings mentioned above are standard Saudi time.