



## CHIEF INVIGILATOR'S REPORT FORM (CIRF)

This report is required by the 2015 Examinations Regulations 35.20 and 35.24 of the University College. Any variation to normal operation of the examination is to be recorded, giving as much detail as possible. Regarding suspicion of cheating, please complete the **Academic Misconduct Report Form** as well. Chief Invigilators are reminded that their reports may form the basis of a Special Examinations meeting being called and will be used as part of any investigations undertaken.

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**Examination Sitting:**     Semester 1                       Semester 2                       Semester 3 (Summer)  
    Normal Sitting                       Supplemental                       Health Centre/Clash

**TO:**                                      Assistant Registrar/Head of Examinations Unit

**FROM:**

\_\_\_\_\_ *Name of Chief Invigilator*

**DATE AND TIME  
OF EXAMINATION:**

**COURSE CODE  
AND TITLE:**

**STUDENT'S ID #:**

**STUDENT'S NAME:**

**REPORT:**

**SIGNATURES:**

\_\_\_\_\_ *Chief Invigilator*

\_\_\_\_\_ *Invigilator*