

Birla Public School, Doha - Qatar
Circular for Grade X & XII

Subject: Best Wishes & Important Guidelines for the Upcoming Board Examinations

Dear Students & Parents,

As you prepare for your upcoming examination, I extend my best wishes to each of you on behalf of the Board of Directors, Administration and every member of the teaching and non-teaching fraternity of Birla Public School. This is an important milestone, and your teachers in school are confident that your hard work and dedication will lead to success.

Since the examinations will be conducted at a different school, I urge all students to remain calm and composed. Here are some important guidelines to follow:

Before the Examination:

- ✓ Stay cheerful and positive—do not let stress overwhelm you.
- ✓ Ensure you have your **Hall ticket** and required stationery. If you face any issue, immediately seek help from your school teachers who will be present at your Examination Centre.
- ✓ Reach the examination center well in advance to avoid last-minute rush or anxiety. Please ensure that you follow the Qatar equivalent of the Indian Standard Time.
- ✓ Do not panic if the surroundings feel unfamiliar as you are appearing from another Centre. The Centre authorities will always be ready to assist you. Stay focused on your exam.

During the Examination:

- ✓ All examination rooms will be monitored by **CCTV cameras** as per the new policy. A control room will be monitoring the examination process throughout. Please ensure that you follow all rules and maintain discipline.
- ✓ Read the question paper carefully and manage your time wisely.
- ✓ Stay calm and attempt to complete all questions to the best of your ability.

After the Examination:

- ✓ Avoid discussing answers immediately after the exam as it may create unnecessary stress.
- ✓ Stay focused on the next paper with a fresh and positive mindset.
- ✓ Get enough rest and maintain a healthy routine. Have food on time and avoid junk food.

Dear Students,

If at any point you feel overwhelmed or disturbed, please do not hesitate to **reach out to your teachers or school counsellors** for support. We are here to guide and assist you.

Wishing you all the very best! Believe in yourself and give your best effort.

Regards,



Dr. Anand R. Nair
Principal