

Directions for students

External assessment

This document outlines the directions for students completing external assessment in 2026.



You must observe these directions as well as your school's policies and those of any other external assessment venue you attend.

Read the directions carefully.

If you breach any of the following directions, your external assessment (EA) result may be withheld.

General directions

- Do not attempt to gain access to or receive information about any 2026 external assessment.
- Do not allow someone else to sit an external assessment on your behalf.
- Follow all directions given by supervisors.

Before the assessment

- Arrive at least 30 minutes before your scheduled assessment. Contact the EA coordinator at your school/assessment venue immediately if you will arrive late for your assessment.
- Place all prohibited materials in your bag or locker before entering the assessment room. Bags must be stored outside the room.
- Bring your own [approved equipment](#). You may use a clear plastic container or clear plastic bag to carry it in.
- Line up in an orderly manner outside the assessment room and follow directions regarding behaviour and equipment checks.
- Do not enter the room until instructed.
- Do not bring food into the assessment room unless you have access arrangements and reasonable adjustments (AARA) approval.

During the assessment

- Sit at the desk identified by your place card.
- Remove your watch and place it in clear view on your desk. (**Note:** Smart watches, fitness trackers, or any device that stores, displays or communicates digital information are prohibited). Approved equipment may be removed from a clear plastic container or clear plastic bag and placed on your desk.
- If you have a water bottle, place it on the floor next to your desk when not in use.
- When instructed, attach a barcode from your place card to the response book in the space provided on the front cover. Then write your name, learner unique identifier (LUI), school name and school code in the spaces provided.
- During perusal time, do not pick up any writing equipment or touch a calculator.

- During planning time, do not write in the response book or touch a calculator.
- Carefully follow the instructions written on all your assessment materials.
- Do not write or draw any offensive content on your assessment materials.
- Do not ask anyone to explain or interpret an assessment item.
- Keep your response books intact. Do not remove any pages or parts of pages.
- Do not speak to anyone except a supervisor. If you need to speak to them, raise your hand and wait quietly.
- Do not ask to borrow equipment from other students. If you need additional assessment materials, raise your hand and wait quietly.
- If you need to leave the room, raise your hand and wait quietly.

Note: You will not be able to leave the assessment room in the first 40 minutes after the scheduled start time, or in the last 10 minutes of the assessment session except for illness, toilet/rest breaks or emergencies. You may leave after 9:40 am for a morning session and after 1:10 pm for an afternoon session.

- Do not cheat or help others to cheat. Do not look at or copy another student's work. All work submitted must be your own.

At the end of the assessment

- Stop writing immediately when instructed to do so by a supervisor.
- Remain seated and silent at the end of the assessment session while assessment materials are collected and checked.
- Do not leave the assessment room until instructed by a supervisor.
- Do not take any assessment materials with you when you leave the room, including place cards, planning paper, stimulus books and question books.



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