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20 One-Liners | IIBF RPE Rules 2026: Complete Do's and Don'ts Guide for Remote Proctor

IIBF - Revision - IIBF RPE Rules 2026: Complete Do's and Don'ts Guide for Remote Proctor

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20 One-Liners to Remember

Quick-fire facts for last-minute revision.

- 1 IIBF RPE stands for Remote Proctored Examination.**
RPE lets candidates sit IIBF certificate exams from home or office under live webcam proctoring instead of visiting a test centre.
- 2 In RPE mode, a live proctor watches the candidate via webcam and microphone throughout the exam.**
The computer's camera and mic stream continuously to a remote proctor who monitors the candidate for the full duration.
- 3 Candidates should log in about 30 minutes before the scheduled RPE start time.**
The early login window is meant for identity verification, system checks and camera positioning before the paper begins.
- 4 The RPE exam room must be private, quiet, well-lit and have a clean backdrop.**
IIBF requires an exam-hall-like home environment so the proctor can clearly observe the candidate.
- 5 Only a basic calculator with a maximum of 8 functions and a 12-digit display is allowed in RPE exams.**
Scientific, programmable or phone calculators are treated as unfair means and are not permitted.

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- 6 The 8 permitted calculator functions include addition, subtraction, multiplication, division, percentage and square root.**

IIBF's approved basic calculator also allows tax-plus and tax-minus functions, and nothing beyond these eight.

- 7 Phones and headphones are strictly not allowed at any time during an IIBF RPE exam.**

Both devices are treated as prohibited items regardless of whether they are used for calculation or communication.

- 8 The candidate's desk should be clear except for the computer, webcam, mouse, keyboard and permitted items.**

A cluttered or unauthorised desk item can be flagged by the proctor as a rule violation.

- 9 Candidates must keep their original photo identity card ready alongside their admit letter during RPE login.**

Identity verification at login requires the physical ID card and admit letter kept together and ready.

- 10 RPE candidates must not leave their exam seat without the proctor's permission.**

Stepping away from the frame without authorisation is treated as a rule violation that can affect the exam.

- 11 Logging out of an RPE exam to use the washroom is not allowed, and re-login is blocked.**

Once a candidate exits the exam session, IIBF's RPE system does not permit logging back in.

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- 12** Once an RPE answer paper is submitted, even by mistake, no re-examination is permitted.

Candidates are advised to double-check every answer before hitting final submit since submission is irreversible.

- 13** The webcam and microphone must stay switched on and uncovered throughout the RPE exam.

Covering or switching off the camera or mic during the exam is treated as a rule violation.

- 14** Candidates should contact the technical help desk only after getting the proctor's permission.

Any technical issue during an RPE exam must be routed through the proctor before external help is sought.

- 15** RPE camera positioning should keep the candidate's face centred and at eye level throughout the exam.

A properly angled camera at eye level reduces distracting proctor flags for unusual positioning.

- 16** IIBF exams commonly run in RPE mode for certificates such as MSME, Digital Banking, AML/KYC and CCP.

Many of IIBF's year-round professional certificate courses are delivered through remote proctored exams.

- 17** Misconduct or unfair means in an RPE exam can lead to result cancellation and debarment from future IIBF exams.

IIBF treats proven misconduct as grounds for cancelling the candidate's result and barring future registration.

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18 IIBF may inform a candidate's employer or institute if misconduct is found during an RPE exam.

Confirmed unfair means in an RPE exam can trigger a report to the candidate's employer or sponsoring institute.

19 A result can be cancelled retrospectively if misconduct is detected even after the RPE exam has ended.

Recorded RPE sessions allow IIBF to review conduct after the exam and cancel results found to involve unfair means.

20 By registering for an RPE exam, candidates consent to their video, audio and images being recorded for proctoring.

This recording and storage of exam sessions is standard practice IIBF uses to keep remote exams fair.

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