

Final Exam Information:

Exams will be written from January 25 - 31, 2012. Morning examinations will begin at 9:00 and first dismissal time will be 10:30. All morning exams will be completed by 11:30 with no extensions. Afternoon examinations will begin at 12:30. First dismissal time will be 2:00. All afternoon exams will be completed by 3:00 with no extensions.

In the event of a one-hour delay, both examinations will still be written on the scheduled day. The lunch hour will be shortened. Morning exams will run from 9:30 am -12:00 pm with first dismissal at 11:00 am. Afternoon exams will run from 12:30 pm - 3:00 pm with first dismissal at 2:00 pm.

If school is cancelled for the day, examinations will be written the following day. This means that the remainder of the exam schedule is moved ahead one day. For example, if school is cancelled on Wednesday, January 25, students will write their Wednesday exams on Thursday, their Thursday exams on Friday, and so on.

The following are some exam policies to keep in mind:

- All students are expected to write examinations as scheduled.
- If a student is absent, the parent or guardian must phone the school **BEFORE** the examination is scheduled to be written.
- A medical certificate will be required if a student misses a Final Exam.
- Arrangements must be made with the Office for the student to write the missed examination when they return to school. Neglecting to do so could result in the student receiving a failing grade in the subject.

The following is the major assignment policy:

- A major project or assignment has a value of 10% or greater, and is required for credit. *If a major assignment is not passed in, the subject teacher must contact the parent/guardian on or before January 11th and the assignment must be submitted by January 18th**.* A student may not receive credit for a course if he/she does not complete a major project or assignment.
- In-class assignments may continue until the last day of regular classes. In-class testing will end January 20th. For courses with no final exam, testing and assignments may continue until the last day of regular classes.

***Exception: Foods 421 cookbook assignment due the last day of classes.*