

## Other Details...

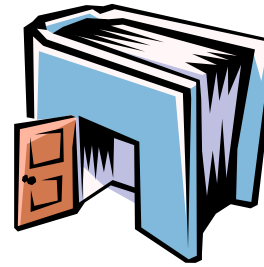
### TEXTBOOK RETURN



- Students will return textbooks to the exam supervisor on the course exam day, or earlier, unless otherwise instructed.
- Settle any lost items or fines before the exam day.
- Students with textbook problems, outstanding debts, and/or books owing to the library on exam days will be directed to report to the office to speak to a Vice-Principal.
- The last day of the semester is the deadline for paying for lost/damaged textbooks.
- Any Chrome Books loaned to students must be returned prior to exams.

- **Report cards** for Semester 2 will be mailed out to **all students**. If you have changed your address please make sure that you notify the school office A.S.A.P.

**The school will be closed from July 2nd – September 4th for School Renovations The school office will re-open September 4, 2018.**



## Cameron Heights Collegiate Institute FINAL EVALUATION and EXAM DAYS

### The Rules....

#### From the Ministry of Education:

"30% of the grade will be based on a final evaluation, performance, essay and/or other method of evaluation suitable to the course content and administered near the end of the course."

**Absences:** All final examinations must be written on the days and at the times shown on the evaluation days and examination schedule. **It is each student's responsibility to be in the right place at the right time.** During the evaluation days the week of June 15<sup>th</sup> – 20<sup>th</sup>, students are expected to attend all classes as well as specified assessment periods. During the exam week of June 21<sup>st</sup> – 27<sup>th</sup>, students are required to be in school only when writing exams. If you are absent for an exam your grade may be impacted unless a medical certificate is submitted by the last day of the exam cycle.

**Lates:** Plan to arrive 15 minutes before the exam to prepare and to return texts. If you arrive late, report to the Main Office. There may be a time penalty for late arrivals.

**Conflicts:** A conflict is when two exams are scheduled for a student in the same time slot. Students with conflicts should complete a Conflict Resolution form. See the Vice Principal responsible for exams prior to the examination period.

**Materials:** Students should leave books, coats, and electronic devices in their lockers. Only writing implements and other approved aids should be brought into the exam room. Calculators are allowed on all exams unless instructions at the top of the exam state otherwise (cell phones may not be used as calculators). If brought into the room, all handheld electronic devices must be powered off and stored out of sight for the duration of the exam. Any students found using unapproved examination aids may receive a mark of zero on the examination.

**While in the Exam:** Students are not to remove any paper from the examination room.

No talking during the exam. Sit where instructed to by the exam supervisor and remain seated until all the papers are received and the teacher dismisses the class.

**NO EARLY DISMISSAL** for any 1.5 hour exam. For two hour exams, follow teacher instructions for an early dismissal time. Leave the school following an exam. **DO NOT** go to lockers if exams are still being written. Students will wait until all exams are collected before being dismissed.

**Study Areas:** The Library will be closed during exams.

Students who wish to talk, eat, or study in groups may use the cafeteria. Other areas of the school are out of bounds. Computers are NOT available for use during this time.