

Final Course Grades:

or 'required' to do this, you should immediately contact an academic counsellor in your Dean's office. If you elect to miss a Writing class in order to write such a test in another class, that is your choice; your absence will not be excused.

Attendance also extends to tardiness. If you **are more than 20 minutes late**, you will be **penalized an hour of attendance**. Please make every effort to be on time as late entry can disrupt the flow of discussion in our class. Early departures from class, which have not been previously arranged with the instructor, will also be counted as an absence. If you leave during the break, you will be docked an hour of attendance.

Late Assignments Policy: Assignments are due on the dates specified in the syllabus.

Late papers