

STUDENT INFORMATION SHEET – JUNE 2010

A. EXAMINATION PERIOD REQUIREMENTS

1. On your final examination schedules, circle or highlight each examination that you are writing noting the correct **DATE, TIME AND ROOM**. It is your responsibility to arrive on time!

A STUDENT WHO IS LATE FOR AN EXAMINATION MUST WRITE THE EXAMINATION IN THE TIME THAT IS LEFT.

All students must remain in their seats for the duration of the exam. At the conclusion of the time, students must stop writing at once, fold their papers as instructed check to ensure that every sheet used has been included and remain seated and silent until dismissed.

2. Students will **NOT** be permitted to go to their lockers while examinations are being written. All jackets and school books will be placed at the front of the classroom during the examination time.
3. Students must attend morning classes on Wednesday, June 16, 2010 (period 1 & 2 classes) and on the morning of Friday, June 18, 2010 (period 3 & 4 classes). During the examination period (June 16th – June 23rd), students are required to be at school **only** when they have a scheduled exam.
4. The cafeteria will be open in the morning during examinations only on Wednesday, June 16th with a limited breakfast and lunchtime menu. There will be no cafeteria service from Thursday June 17th to the end of the school year.
5. Students are required to return their Grant Loan Texts as instructed by their subject teachers. Timetables for next September will be held for those students who have not returned their textbooks.
6. **Students who miss any examinations without medical documentation will not be contacted and may forfeit their credit.**
7. In order to be considered legitimately absent from an examination, **students who are ill must submit a Doctor's certificate (with the phrase : "I am aware that my patient has missed a final exam" to the Vice-Principal by 9:00 a.m., Wednesday, June 23rd**, or otherwise clearly stating that the student was medically unable to attend the exam. The student should be prepared to write the missed exam at that time. Unjustified absence may result in the loss of the credit.
8. A student who cheats on an exam may forfeit the credit.

B. AFTER EXAMINATIONS

1. **STUDENT CONTACT DAY – FRIDAY, JUNE 25th, 2010**

On Friday, June 25th, 2010 in the morning, all students must report to their Semester 2 classes. **This is a mandatory attendance day** and the only day that students will receive their marks. The times for the classes are:

Period 1 09:30 - 09:45	Period 3 10:10 – 10:25
Period 2 09:50 – 10:05	Period 4 10:30 – 10:45

2. In each of the classes, students will review their examinations and receive their marks. Students will be informed, by their teachers, of important guidance appointments. These guidance appointments will be for timetable changes, and registration into Summer School. Appointments will be held in the Guidance office between 10:45 - 3:00 p.m.

The guidance office will be open for scheduled appointments ONLY

3. **Tuesday, September 7th** is the first day of school for the next school year.