**NSER Late Work Policy**

**Introduction:** This Late Work Policy is designed to establish clear guidelines and expectations for students regarding the submission of assignments and due dates. Timely completion of assignments is crucial for academic success and this policy aims to strike a balance between fostering responsibility and accommodating legitimate reasons for late submissions.

**Assignment Due Dates:** All assignments will have specific due dates, clearly communicated by the course teacher. It is the responsibility of the student to be aware of and adhere to these deadlines.

**Late Work:** Late work is defined as any assignment submitted after the specified due date and time. Late work will be subject to penalties unless an extension has been granted.

**Extensions:** Extensions will be granted at the discretion of the teacher, and the length of the extension will be determined on a case-by-case basis. Students should make extension requests as early as possible and definitely at least one day before the assignment due date.

**Penalties for Late Work: (\*Days are class days in which the student body attended NSER)**

**Day 1-5** after due will result in a deduction of **8%** per day.

**Day 6-10** after due will result in a maximum grade of **60%** per late assignment.

**Day 11** onward the assignment will receive a grade of **0%** and will not be accepted by teachers.

\*To keep Academic Incentive, all assignments must be passed in however any overdue by more than 10 class days will be worth no marks.

**Conclusion:**

This Late Work Policy is intended to promote responsibility and fairness in managing assignment deadlines. Students are encouraged to communicate with their teachers proactively and adhere to the established guidelines.