

Due Dates & Deadlines throughout the Course:

Due dates for all assignments, and tests will be listed on the platform, and students will be able to view the expectations of the course as soon as it begins. If students are unable to meet a due date for an assignment, they must ensure:

1. They are notifying their tutor / teacher in advance if they are unable to meet a due date, and the reason they are not able to submit their assignment. Tutors will inform teachers to request an extension for the students.
2. Students who miss a due date and have not informed their teacher/tutor in advance, will be contacted by their teacher/tutor to inquire why the due date was missed. Teacher will then decide whether or not students will be able to submit their assignment at a later date.
3. Students who have missed submitting 2 assignments in a row, without requesting an extension, parents will be notified to let them know their son/daughter is falling behind in the course.
4. Students who have missed submitting 3 assignments in a row without requesting an extension, a meeting will be scheduled between the parents, student, Vice Principal of the Lyceum, and Vice Principal of TIS to work out a plan to get the student back on track. Tutor/teacher will follow up with the student regularly to make sure they are submitting the missing assignments and keeping up with the current due dates.
5. At the end of each semester there will be a final deadline that all assignments, quizzes and tests must be completed or students will receive zero.