

# St. Paul's High School

## Academic Procedures and Policies

### Semester 1: 2024

#### Academic Failures

- A student with a final course mark between 45%–49% will be eligible for recovery learning.
- A student with a final course mark below 45% will not be eligible for recovery learning and will be required to clear the failure through online distance learning or summer school.
- Students may be able to repeat a course in Semester 2 depending upon available spaces in the course required. Such requests should go to the student's counsellor and will be decided upon by the principal.

#### Recovery Learning

- Students will be able to clear a maximum of two failures by participating in recovery learning in a semester or a maximum of three course failures in a school year.
- Recovery Learning for Semester 1 courses will occur on the following dates:  
**February 2, 7, 12, 13, and 21, 2024.**
- The recovery learning schedule will be finalized and communicated to students based upon numbers of students needing recovery learning and the availability of teachers.
- Students must attend all recovery learning sessions scheduled and complete all learning outcomes identified in their recovery learning plan to obtain course credit.

#### Incomplete Assignments

- A major assignment, integral to a course, is applicable for this protocol. Examples include, but are not limited to a major essay, project, or series of smaller assignments such as lab reports.
- A student with incomplete work will be permitted to write his exam, however, all incomplete work must be submitted to the appropriate teacher by **February 1, 2024** to obtain course credit.
  - The course mark will be adjusted and credit awarded when the student successfully completes the required work.
  - If the work is not submitted or does not meet a passing standard, the student will not obtain course credit and will be required to obtain credit through online distance learning or summer school.

#### Missed Exams

Students are expected to write exams at the end of each semester as scheduled, however, alternate exam dates are scheduled to allow students to makeup missed exams due to illness or other emergencies. A student may be medically excused from writing exams in consultation with the principal.

- A student absent from an exam will receive a course mark of "0" and a letter grade of "DNW".
- The alternate date for missed exams in Semester 1 is **Friday, February 2, 2024.**

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- Course marks of students writing missed exams will be calculated according to the category weights specified on the applicable course outline.
- Students medically excused from one or more exams will receive course marks based on term work alone. Such exceptions are decided by the principal.
- If there is insufficient term work to assess a final mark, the student will be required to participate in recovery learning or the student may be required to obtain credit through online distance learning or summer school.