

Collegiate Prep Grading Policy

Late Assignments

Students are responsible for completing all work as assigned by the classroom teacher. Students that fail to submit an assignment on time will be subject to the rules that the teacher who assigned that assignment has established for work not turned in on time. The highest grade a student may receive for work submitted after the due date is a 50. At the teacher's discretion, students may complete two (2) additional assignments per grading period in order to increase their course average due to missed assignments or unsatisfactory performance on chapter test or quizzes in classes which only CHISD school credit will be awarded (non-dual credit courses).

Routine and In-depth Makeup Work Assignments

For any class missed, the teacher may assign the student makeup work based on the instructional objectives for the subject or course and the needs of the individual student in mastering the essential knowledge and skills or in meeting subject or course requirements.

The student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. [For further information, see policy EIAB (LOCAL).] Students who do not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment. Students will be permitted to make up tests and to turn in projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with time lines approved by the principal and previously communicated to students.

When a student is absent with an excused absence or suspension, the student will be given the opportunity to make up the work missed. It is the student's responsibility to get information from the teacher regarding missed work. The allowable time for make-up work is the number of days absent, plus one day.

A student's grade for make-up work after an unexcused absence will be no higher than a 70. No credit shall be given for make-up work following an absence where the student was identified as being truant.

Students absent the day before a major test/assignment may be required to complete the test/assignment as scheduled provided the test/assignment date has been announced in the student's presence. Unless students make up the work missed within the allotted time, the student will receive a zero for incomplete or missing work. [For further information, see policy EIAB (LOCAL).]

Failed Assignments

The student may complete an alternate assignment to increase their grade on a failed daily assignment or project assigned over multiple days. The highest grade a student may receive for an alternate assignment is a 50. At the teacher's discretion, students may complete two (2) additional assignments per grading period in order to increase their course average due to unsatisfactory performance on in-class assignments which only CHISD school credit will be awarded (non-dual credit courses). It is the responsibility of the student to make the request within two days of receiving the failed grade.

The student may request a second opportunity to demonstrate mastery on a test for a maximum of 70 within two days of receiving a failed grade.