



SEMESTER I- 2011-2012 FINAL EXAMINATION TIMETABLE

DAY/TIME	Wednesday, January 18 Day 1	Thursday, January 19 Day 2	Friday, January 20 Day 3	Monday, January 23 Day 4	Tuesday, January 24 Day 5
PERIOD A					
	AVI20	CGC1D	CGD3M	MPM2D	PPL10
9:00 AM	LVV4U	CGW4U	MDM4U	MHF4U	PPL20
TO		SBI4U	CHY4U	HSB4M	PPL30
11:00 AM					
	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
PERIOD B					
	ENG4U	AVI3M	MPM1D	GLC20	MCR3U
1:00 PM		SCH3U	IDC3OM	ENG3U	CIA4U
TO					CPW4U
3:00 PM					

INDIVIDUAL STUDENT EXAMINATION TIMETABLES ARE AVAILABLE THROUGH THE WEB PORTAL

Please Note:

There is no excuse for a missed examination.

YOU are responsible for noting the date and time for each of your examinations and for arriving on time with the appropriate tools (pens, pencils, calculators, rulers, etc.).

- 2.) A student may be admitted late to an examination if he/she arrives within the first 45 minutes from the commencement of the exam. In such a case, the student will be permitted to complete whatever portion of the examination he/she is able to complete within the allotted time for the examination- no extension of time will be granted. **A student who arrives more than the allowable 45 minutes late will forfeit his/her right to sit the examination and will receive a grade of 0.**
- 3.) It is the student's responsibility to report any examination conflict (two or more examinations at the same time on the same day) to the Office immediately.
- 4.) **Students with documented accommodations are responsible for discussing examination writing provisions with their teachers prior to the examination period. Same day requests for accommodations, documented or otherwise, will not necessarily be implemented.**

ALL EXAMINATIONS WILL BE HELD IN THE ROOM WHERE YOU HAVE YOUR CLASS, UNLESS OTHERWISE INDICATED BY YOUR TEACHER. CONSULT WITH YOUR TEACHER AND CIRCLE YOUR EXAMS.

Examination Procedures and Regulations for Students

If we experience an emergency (for example, a school closing due to inclement weather), during the examination schedule, that day's exams will be written on the day immediately following the last day of regularly scheduled exams, that is on Wednesday, January 25th - same times, same rooms.

WHEN YOU RECEIVE YOUR EXAMINATION SCHEDULE

- Be sure that you know the day, time and location of each of your exams. Ask your teacher to assist you in finding this information if you are having trouble.
- Organize your study time
- Circle or highlight your personal examination schedule on the master schedule you have received. **This information is available on the website through the online portal** if you misplace your paper copy.
- If you have a conflict (more than one examination at the same time), **see Dave no later than Monday, January 9, 2012**

EXAMINATION PROCEDURES

- All examinations must be written at the scheduled time. **A mark of "0" will be given for a missed examination.** An examination is considered missed if you are not seated and writing within 45 minutes of the commencement of an exam. Exceptions will be considered for medical reasons supported by medical certificate, or a family emergency supported by a written statement outlining the nature of the emergency from a parent/guardian. The School must be informed immediately regarding any examination absences. **PHONE: 416-960-1867.**
- If you are late for an exam, you must report to the Office and sign in. You will then proceed to the exam location and will have the remaining time to complete your exam. **NO EXTRA TIME WILL BE GRANTED.**
- A student caught cheating should expect to receive a mark of "0" for the exam and disciplinary action.

PLEASE NOTE: Vacation time, driver's tests, etc. must not be planned during the scheduled examination period indicated on the School Calendar and the Examination Timetable.

EXAMINATION PREPARATION

- Any materials not required for the exam must be left in lockers or at the front of the exam room
- Students must bring their own required equipment (pens, pencils, erasers, calculators, rulers, etc.). Sharing is not permitted. Be sure to bring your *own* extra materials.

WHEN YOU RECEIVE YOUR EXAM

- When you are allowed to begin, check that you have the correct number of pages and that no page is blank or missing.
- Note the length of the exam
- If you have a question, raise your hand. The supervising teacher will come to you to answer the question. Do not leave your seat without permission.
- You are to remain silent for the duration of the exam.

AT THE END OF YOUR EXAM

- Check to make sure that all of the sheets that you wish graded are assembled and ready to hand in.
- Be sure to put your name on all sheets that you are submitting for grading.
- Leave the exam room quietly and exit the School quietly as other exams may still be in progress.

DURING EXAMS, YOU ARE IN THE SCHOOL ONLY TO WRITE AN EXAM OR TO STUDY QUIETLY IN A DESIGNATED STUDY AREA.

The key to success is excellent preparation. Study well and best of luck!