**English Department Late Policy**

**Applies to All English Department Courses**

**Late Assignments** – Assignments will be penalized by a deduction of 5% per day for up to five day to a maximum of 25%. For example, an original mark of 15/20 would be reduced to 14/20. Note: Late penalties may be waived under special circumstances at the discretion of the teacher. Students must take the initiative and approach the teacher for special consideration.