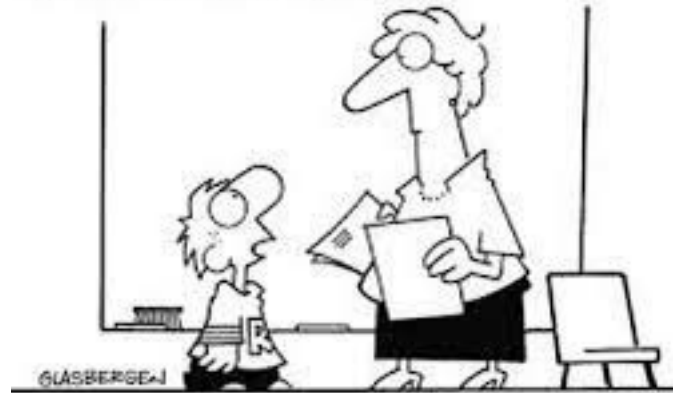


## Late work policy discussion

### Comments I heard:

- Points off unless the student contacts the instructor first (before the deadline)
- Graduated consequences-more severe for each successive lateness
- Instructor check in (reach out) to the students
- Take how the student is doing in class into account

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"I couldn't do my homework because my computer has a virus and so do all my pencils and pens."

### Policy:

1. No consequences if the student communicates with the instructor and asks for a reasonable extension
2. No consequences for the first lateness
3. Points deducted for second and subsequent latenesses
  - a. Second "offense" - 1 point off per day late
  - b. Third "offense" - 2 points off per day late
  - c. Further "offenses" - 5 points off per day late

4. The rule that all assigned work must be done or the student earns an F for the course remains in effect

**The bottom line: Talk to me!**

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"I turned in my homework two days late, but normally it's four days late, so technically it's early!"

