

LISGAR COLLEGIATE INSTITUTE EXAMINATION SCHEDULE: JANUARY 2009

Evaluations held during regular class periods:

Date & Time	Grade 9	Grade 10	Grade 11	Grade 12
Wednesday January 14	ENG1P*			
Thursday January 15	ENG1P*			
Friday January 16	MFM1P*			HZT4U*
Monday January 19	AMS1O9 AMS1O AMU1O AMU1O9 MFM1P*	AMS2O AMU2O	AMU3M HPC3O* LVLCU*	CPW4U*
Tuesday January 20	AMS1O9 AMS1O AMU1O AMU1O9 AVI1O* FSF1P*	AMS2O AMU2O AVI2O* BBI2O*	AMU3M AVI3M* BAF3M* FEF3U* FEF3UR*	AVI4M* CGW4U*
Wednesday January 21	AMS1O AMS1O9 AMU1O AMU1O9 FSF1P*	AMS2O AMU2O BBI2O* ENG2P* FEF2D*	AMU3M EMS3O* FEF3U* FEF3UR* MBF3C* CLU3M*	EWC4UR* FEF4U* CLU4U*
Thursday January 22	AMS1O AMS1O9 AMU1O AMU1O9	AMS2O AMU2O ENG2P* FEF2D*	AMU3M EMS3O* FEF3U* FEF3UR* MBF3C*	EWC4UR* FEF4U*

Exams held during the formal exam period:

Date & Time	Grade 9	Grade 10	Grade 11	Grade 12
Friday January 23 9:00am - 11:30am	LVLBU MPM1D** MPM1DG**	LVLBU	ENG3U ENG3UG	ENG4U***dw ENG4UG***dw ENG4UR***dw
Friday January 23 12:30pm - 2:30pm		CHC2D** CHC2DF** CHC2DG**		
Monday January 26 9:00am - 11:00am	FEF1D**	LVLCU MFM2P dw MPM2D dw MPM2DG dw	LVLCU	CGW4U** SCH4U SCH4UG
Monday January 26 12:30pm - 2:30pm	LVLAD** LWSBD**	LVLAD** LWSBD** TIK2O	SCH3U SCH3UG	
Tuesday January 27 9:00am - 11:00am	ENG1D** ENG1DG**	ENG2D** ENG2DG**	MCF3M MCR3U MCR3UG	MCV4U MHF4U
Tuesday January 27 12:30pm - 2:30pm		LWSCU	CLU3M** ICS3M LWSCU	CPW4U**
Wednesday January 28 9:00am - 11:00am	SNC1D** SNC1DG**	SNC2D** SNC2DG**	SPH3U SPH3UG	CLN4U** MAP4C SPH4U SPH4UG
Wednesday January 28 12:30pm - 2:30pm			BAF3M HRT3M	BAT4M PSE4U
Thursday January 29 9:00am - 11:00am	CGC1D** CGC1DF** CGC1DG**		SBI3U SBI3UG	ICS4M*** SBI4U
Thursday January 29 12:30pm - 2:30pm	FSF1D**	FSF2D**	HSP3M	CHY4UR***
Friday January 30 9:00am - 11:00am			CHW3M HPC3O	MDM4U
Friday January 30 12:30pm - 2:30pm	TEACHER	SCHEDULED	PRACTICAL	EXAMS

- 1) Students may write a maximum of two examinations in one day. Students who have more than two exams scheduled in any given day are to see Mr. Goebel immediately. Students who have conflicting examinations must also see Mr. Goebel.
 - 2) *60-75 minutes;**1.5 hours;***2.5 hours (All other exams are 2 hours.) dw=district wide examination
 - 3) All music students are required to perform their AMR, AMS, and AMU exams on January 23rd or 26th or 27th.
- PLEASE READ THE EXAMINATION INSTRUCTIONS ON THE BACK OF THIS PAGE**

LISGAR COLLEGIATE INSTITUTE
EXAMINATION INSTRUCTIONS FOR STUDENTS

1. **It is the student's responsibility to know his or her personal examination timetable.** All examinations must be written at the times which are indicated on the examination schedule. Subject teachers will inform students of the rooms where they will write their examinations.
2. **The only legitimate reasons for missing an examination are a family emergency or student illness.** In these circumstances, a parent or the student (if an adult) must call the school in advance of the examination. (239-2696) **In addition, students who miss examinations because of illness must provide the school with a medical certificate by Friday January 30, 2009.** Students who have no legitimate reason for missing an examination will receive a mark of zero for the examination. If families have special requests because of emergency travel requirements, parents should write directly to Mrs. Karen Gledhill, Principal of Lisgar C.I.
3. **All conflicting examinations must be reported by the student to Mr. Goebel immediately.** Conflicts will be written in Room 355 or Room 356. Students who have two examinations which conflict during the morning will start writing at 9:00am. Students who have two examinations which conflict during the afternoon will start writing at 10:00am. Students writing an afternoon examination may not leave the conflict/extended time room before 1:30pm. Students with conflicts are not permitted to leave the conflict/extended time room between examinations. If examinations are written over the lunch hour, students will be required to eat lunch in the conflict/extended time room; therefore, students should bring their lunches with them ahead of time. Students may only leave the conflict room with specific permission of the Conflict Room Supervisor and must remain under supervision. Students with conflicting examinations may take a short 30 minute supervised break between examinations. Students with conflicts may select the order of the conflicted exams; however, they may not switch morning and afternoon time slots. Students in the conflict/extended time room are responsible for making sure they are writing the appropriate examination paper.
4. Students not writing an examination may study at home. Those who choose to come to school are to study quietly in the library or cafeteria. Sections of the school in which examinations are being written will be out of bounds. Quiet access to lockers is permitted at the end of the examination.
5. Only students entitled to extra time as stated on his/her IEP shall qualify for extended time on examinations. Students who qualify for extended time will be notified by Ms. Donato or Ms. Bruggink or Ms. Adams. These students will write their exams in Room 354 or 355 or 356. Extended time arrangements are made by Ms. Adams through the Special Education Department. Students who are using computers in Room 354 and who require print jobs to proof work will notify the teacher in charge so that this teacher will contact the Main Office for support.
6. If the school is closed due to special circumstances (a) the local radio stations will announce this (b) the examination schedule will "bump and slide" and all exams will move forward by one day.
7. Students are permitted to leave the examination room after the first hour of their examination.
8. Students who arrive late for an examination will be admitted only for the first hour of the exam with no provision for extra time. If a student is more than one hour late for an exam, he/she must report to the office.
9. Within the examination room, it is the student's responsibility to (a) follow directions given by the teacher(s) in charge (b) bring the required materials (i.e. pen, pencil, ruler, subject-approved calculator, etc) and any other items specifically permitted by the examination (c) check that all parts of the examination have been received (d) turn in the examination with his or her name on all sheets (e) raise his or her hand if assistance is required (f) refrain from communicating with other students in any way (g) **not have** in his or her possession any unauthorized materials which appear to be for the purpose of getting or giving assistance to oneself or another student (h) put all textbooks, notes, binders, and pencil cases at the front of the examination room (i) check calculators to ensure there are no extraneous items programmed that may be construed as "crib notes." **Students must ensure that they do not take any cell phones or coats or knapsacks into examination rooms.** Any supervising teacher who finds a student with a cell phone in an examination room will confiscate the phone for the duration of the examination; at the end of the examination, the supervisor will turn over the cell phone to an administrator.