

**HILLCREST HIGH SCHOOL
January 2020 EXAM SCHEDULE**

ALL EXAMS START AT 9:15 A.M.

Exams are written in the course's classroom unless otherwise indicated.

****Performance Exams/Exit Interviews (Time and location to be arranged directly with teacher involved.)**

	Monday Jan 27th BLOCK A CLASSES	Tuesday Jan 28th BLOCK B CLASSES	Wednesday Jan 29th BLOCK C CLASSES	Thursday Jan 30th BLOCK D CLASSES
Grade 9 9:15 A.M.	BTT10-01 - Wright, R. - 118 FIF1D-01 - Cosstick, A - 240 MATH9-01** - Winter, I - 127 SNC1D*P-01 - Nelson, L - 211 SNC1L*2L** - Mitchell, S - 204	CGC1D*P-01 - Wright, R - 235 ENG1D*P-01 - Kirton, J - 226 MATH9-03** - Phillips, M - 109	CGC1DF-01 - Whitfield, H - 238 ENG1D*P-03 -vanDiepen,A- 226 FSF1D*P-01 -Crichton, N - 239 MATH9-05** - Lamb, N - 128	ADA10*20-01 - Jonz, A. - 232 CGC1D*P-03 - Wright, R - 235 MATH9-06** - Lamb, N - 128 SNC1DF-01 - Zito, K - 207
Grade 10 9:15 A.M.	CHC2DF-01 - Whitfield, H - 238 SNC2D-01 - Formsma, S - 207 SNC2P-01 - Bryck, N - 205 SNC1L*2L** - Mitchell, S - 204 TGJ2O-01** - Rosenbloom, T -120	CHC2D*P-01 - Cosstick, A - 240 ENG2D-01 - Urosevic, A - 227 ENG2P-01 - Holock, M - 236	ENG2D-03 - Urosevic, A - 227 MPM2D-01 - Winter, I - 127 SNC2D-03 - St.Aubin, C - 204 SNC2DF-01 - Zito, K - 207	ADA10*20-01 - Jonz, A. - 232 CHC2D*P-03 - Cosstick, A - 240 MPM2D-03 - Winter, I - 127
Grade 11 9:15 A.M.	MCF3M-01 - Lamb, N - 128 MCR3U-01 - Wilson, S - 040 NDA3M-01 - CS, M - 215 SBI3C-01 - Comeau, M - 201 SCH3U-01 - Cepella, J - 202	CHW3M-01 - Enns, M - 237 FIF3U-01 - Crichton, N - 239 ICS3U*4U-01 - Nelson, L - 119 NBE3C-01 - CS, M - 215 NBE3U-01 -- Doobay, R - 228 SCH3U-03 - Cepella, J - 202	CLU3M-01 - Enns, M - 237 CO-OP** -Phillips, M -Co-op Office MBF3C-01 - Richards, A - 111 NBE3U-03 - CS, M - 215 SPH3U-01 - Nelson, L - 211	CO-OP**-Phillips, M -Co-op Office HSP3U-01 - Moon, W - 233 NBE3U-05 - van Diepen, A- 226 SBI3U-01 - St.Aubin, C - 204 TGG3M*4M** - Rosenbloom, T -120
Grade 12 9:15 A.M.	CLN4U-01 - Moon, W - 233 ENG4U-01 - Radford, J - 241 MHF4U-01 - Rawn, K - 111	BBB4M-01 - Kuntz, S - 033 ENG4C-01 - Radford, J - 241 HSB4U-01 - Moon, W - 233 ICS3U*4U-01 - Nelson, L - 119 SBI4U-01 - Comeau, M - 201	CO-OP**-Phillips, M -Co-op Office ENG4U-03 - Radford, J - 241 MAP4C-01 - Bryck, N - 109 SCH4U-01 - Comeau, M - 201	CO-OP**-Phillips, M -Co-op Office CHY4U-01 - Enns, M - 237 FIF4U-01 - Crichton, N - 239 MHF4U-02 - Rawn, K - 111 TGG3M*4M** - Rosenbloom, T -120

PM	Credit Rescue for all grade levels			

**HILLCREST HIGH SCHOOL
EXAM INSTRUCTIONS FOR STUDENTS**

1. **Exam Locations** – Exams will be written in the regularly assigned classroom, unless an alternate location has been specified by the teacher.
2. **Absences – If a student is unable to write an exam because of an illness or other legitimate reason**, a parent/guardian must contact the Principal or Vice-Principal by phone (613-733-1755) giving the reason for the absence, **before** the exam begins.

The only legitimate reasons for missing an exam are student illness or family emergency. Students who miss an exam because of illness must provide a medical certificate. Students will not be excused from exams for family holidays or trips. Students who do not have a justified and documented reason for missing an exam will receive zero for that portion of their mark.
3. **Accommodations on Exams** – Students who are entitled to accommodations on exams as stated in their IEP or students who experience test anxiety have been contacted; however, if you wish to discuss accommodations contact Mr. Monsour in Rm. 126 no later than **Wednesday, January 15, 2020**.
4. **Length of Time for Exams** – All exams are scheduled for 1.5 or 2 hours. All students are to be granted extended time (time and a half) to provide them with the opportunity to demonstrate their learning.
5. **Textbook Returns** – Students must return their textbooks to their teacher between 8:50 a.m. and 9:05 a.m. prior to the start of their exam.
6. **Students Arriving Late for an Exam:** Students arriving after the first 15 minutes of an exam must report to the Main Office in order to sign in. Students will only be allowed to write during the remaining portion of the allotted time.
7. **Academic Integrity** – students are expected to provide evidence of their own learning on all exams. Fraudulent work includes, but is not limited to copying someone else’s work or cheating in some other way. As indicated in the Hillcrest Assessment and Evaluation Policy, fraudulent work is of no value and provides zero evidence of a student’s learning.
8. **Length of Time Students Must Remain in Exam Rooms** – Students must remain in the exam room for the first hour of the exam. At the end of the first hour, they are permitted to leave. Students who leave an exam after the first hour are expected to report to the front entrance or leave the building in order to ensure that the school remains quiet for others still writing exams.
9. **Bags, Hats, Jackets & Electronic Devices** – Bags, hats, jackets, ipods, cell phones and other electronic devices are not permitted in the exam rooms. These items must be stored in lockers until the exam is over.
10. **School Closure On An Exam Day** – If the school is closed due to exceptional circumstances on an exam day, all exams scheduled for that day, and for the balance of the exam period, will be written at the same time on the day after they were originally scheduled.
11. **Liabilities** – Students are expected to clear up any outstanding liabilities (owed textbooks, library fines, etc.) before the end of the exam period.

12. **Respect for Students Writing Exams** – Students who have finished writing, or students who do not have an exam scheduled in a particular time slot, must ensure that the halls are kept quiet while others are writing. This means that these students are expected to report to the front entrance or leave the building, unless they are meeting with teachers.
13. **Interviews** -If your course involves an exit interview, make sure you arrive 15 minutes prior to the start time of your interview.