***Example 1***

**Late Assignments**: Group projects, your individual paper, and your final paper, are due at 11:59 PM on their respective due dates. These items may be turned in after the deadline, but you will be eligible for fewer points once the deadline has passed: you will only be eligible for 95% of the total grade if it is submitted by 3 AM that night, and you will lose an additional 10% from the total you are eligible to earn for every 12 hour period it is late thereafter. Papers more than 3 days late will earn a grade of 0.

Late reading assignments will not be accepted.

Note also that extensions will not generally be permitted, but if you think you are subject to an exceptional circumstance, please discuss it with me outside of class (and as soon as possible).

***Example 2***

**Late Assignments and Missed Exams**: To avoid dealing with lateness and missed exams, I provide you with more assessment opportunities than you need for your grade. If you miss an exam or an assignment for any reason, your grade on that item will be zero. To calculate your grade I will select the best ones to count toward your grade. This means that NO arrangements will be made for late assignments or missed exams, so please be careful in choosing to skip assignments or exams early in the semester: you may be overwhelmed later, get sick, or otherwise need to miss an exam or assignment. Don’t throw your chances away.

***Example 3***

**Exams**: Make-up exams will be given only for documented reasons of illness, family emergency, or participation in approved Institute activities (such as field trips and athletic events, see <http://catalog.gatech.edu/rules/12/> for more information). Exams will be closed book and no calculators will be allowed. Final exams will be re-scheduled in accordance with Georgia Tech’s policy, also found at <http://www.catalog.gatech.edu/rules/12/>.