

Pre-Algebra

Assignment Policies

- Assignments are due at the beginning of each period.
- Students will check selected problems chosen by the teacher. Usually all even numbered problems will be checked and some odd numbered problems. Each selected problem will have a value of one point.
- The assignment will be turned in after it is graded. The teacher will record the score and check the assignment to assure grading accuracy and procedural compliance.
- These procedures must be followed or deductions to the assignment score will be applied:
 - Name, assignment number and score written in upper right corner (**H**)
 - Work done in regular lead pencil (**P**)
 - Graded problem numbers circled and score recorded in red pen or pencil (**R**)
 - Blank line between problems (**BL**)
 - Assignment is readable and organized (**O**)
 - Formula/Substitute/Solve procedure followed-when applicable (**FSS**)
 - Equations written, steps to solution shown (**E**)
 - Number part of problem copied in assignment (**N**)
 - Assignment passed forward for collection when requested (**C**)
- Assignments that are late unrelated to an absence will receive half credit.
- Assignments that are late because of an absence will receive full credit if it is completed and turned in the next class period after the student returns, otherwise it will be considered late and receive half credit.
- Students who are tardy and miss the assignment check must grade their assignment and give it to the teacher at an appropriate time during the class period. If the student fails to do this the assignment will be considered late and receive half credit.
- Under no circumstances will a student be allowed to complete homework assignments after (s)he has taken the chapter test.