NCSSM
Test and Major Assignments Calendar

Scheduling of Major Assignments and Tests

In order to effectively distribute the academic workload and to allow our students to do their best work, major assignments and tests are scheduled throughout the Trimester according to a weekly calendar developed by Academic Programs. Weeks are designated (see color coded calendar) as being available to a combination of science classes, mathematics, computer, and engineering classes, or humanities and interdisciplinary elective classes, for testing and/or the completion of major assignments.

The Test and Major Assignments Calendar specifies weeks for every course during each Trimester when significant tests can be taken or major assignments can be due. There are various days, typically associated with exams or vacations, when no testing or assignment deadlines can take place. During partial class weeks at the beginning or end of a Trimester, there are restricted days for testing and assignments that require the approval of Academic Programs.

For the purposes of the Test and Major Assignments Calendar, any individual assessment activity (test, quiz, etc.) that requires over 25 minutes of a class block (or lab), or which accounts for 10% or more of any Trimester grade, will be considered a test. Any written assignment, portfolio, or other project outside of class that requires four or more hours of homework time, or which accounts for 10% or more of any Trimester grade, will be considered a major assignment.

The Test and Major Assignments Calendar will be posted in the FOCUS database, noted in the Student Planner, and distributed to all faculty and staff who work directly with students. Any questions regarding the interpretation or implementation of the calendar, or requests for individual alteration or relief, should be addressed to the Vice Chancellor for Academic Programs.