



GARDEN SCHOOL

Jackson Heights, New York

Richard Marotta, *Ph. D., Headmaster*

Grading Guidelines

The faculty and administration of the Upper Division at Garden School has established a uniform guideline regarding the submission of assigned work by the students.

All late work will be penalized. **The grade on nightly homework assignments will be lowered at the discretion of the teacher. The grade on a regular paper** will be lowered one grade step each day the work is late (for example A to A-, or B- to C+) until the grade has been reduced to an F. If the assignment is not turned in, an F will be computed into the class average as well.

Major projects or term papers will be penalized by one full letter grade (A to B to C, etc.), per day. If a major assignment is not turned in to the teacher at all, **the student has not fulfilled the requirements of the course** and therefore cannot pass the course.

A grade of incomplete (INC) will be considered by the teacher and with the approval of an administrator only in the event of a major family crisis.

Revised 8/2016