



# LATE ASSIGNMENT POLICY

## FACULTY OF ARTS

### Extensions

Extensions can only be sought under the provisions of the [Modified Arrangements for Coursework Assessment Policy](#) or the [Reasonable Adjustments for Teaching and Assessment for Students with a Disability Policy](#).

### Lateness Penalties

For work that is late without formal extension, 2 percentage points will be deducted from the mark for every day (or part thereof) the work is late to a maximum of 7 days (including weekends and public holidays).

For example, an assignment that is 3 days late: raw score of 80% - 6 marks lateness deduction = 74% final mark.

For work with a formal extension, these penalties will apply from the extended due date.

### Cut-off date

There will be a cut-off date for each assignment 7 days (including weekends and public holidays) after the original due date unless otherwise stipulated on MyUni. Work will not be accepted after the cut-off date, and a mark of zero will automatically be awarded for the assignment.

### Variations to the cut-off date

Applications for variations to the cut-off date can only be made by the Course Coordinator on pedagogical grounds, and must be approved by the relevant School Learning and Teaching Committee.

Effective Semester 1 2018