



Combined CDLI/PUBLIC EXAMINATION SCHEDULE – Final
JUNE 2016 – April 08, 2016

	Tuesday May 31	Monday June 13	Tuesday June 14	Wednesday June 15	Thursday June 16	Friday June 17	Monday June 20	Tuesday June 21	Wednesday June 22
Morning Session*	<u>English 1201</u> <u>English 2201</u> English 3201 <i>Listening Components (40 Minutes each)</i>	<u>Math 3208</u> <i>English 2201</i>	English 3201 <u>Math 1201</u>	Math 3201 Math 3200 Mathématiques 3231	Earth Systems 3209 <u>Science 1206</u>	Biology 3201 Biologie 3231 <u>Biology 2201</u>	World Geography 3202	Physics 3204	Français 3202
Afternoon Session*		<i>English 1201</i>	<u>Physics 2204</u>	<u>Math 2200</u> <u>Math 2201</u>	Chemistry 3202 Chimie 3232 <u>Chemistry 2202</u>	<u>Cdn. Hist. 1201</u>	World History 3201 Histoire mondiale 3231		

Note: CDLI courses are underlined.

Note: Common Final exams are in **Bold/Italics**

***Morning Session**

Schools may run the morning sessions from either 8:30 am – 11:30 am or 9:00 am – 12:00 noon. This will accommodate schools which normally have an earlier start time as well as allow for more time between the morning and afternoon exams. To facilitate this, we are asking that schools strictly adhere to the following time lines:

Regardless of start time;

No student writing a public examination will be permitted to leave the exam room until 10:00 am/2:00 pm.

No student writing a public examination will be permitted to enter the exam room later than 10:00 am/2:00 pm.

+Afternoon Session

Schools may run the afternoon sessions from either 12:30 pm – 3:30 pm or 1:00 pm – 4:00 pm.

Guidelines for Administration of CDLI Final Exams

Since CDLI classes often cross regional boundaries, we do need your help in **maintaining the validity of exams**. As such, we ask you (m-teams) to adhere to the following guidelines for administration of CDLI final exams.

- 1) Exams will be sent electronically to CDLI schools via the Exam DropBox on or before **Wednesday, June 08, 2016**.
- 2) E-teachers will monitor receipt of these exams using the DropBox. If you have troubles downloading the exam then contact the e-teacher immediately.
- 3) M-teams should print off the exams on CDLI equipment (for clarity) and store them in a secure place until the day of administration.
- 4) M-teams must collect all exam materials so that copies of questions cannot be carried outside the exam room and shared with other schools/students.
- 5) M-teams should ensure that no cell phones or other electronic devices are taken into the exam area. In the case of graphing calculators, memories must be cleared.
- 6) M-teams must ensure all exams are monitored and supervised continuously from beginning to end.

- 7) M-teams must ensure that the scanning of exams for return to the e-teacher is done by the m-team. **The exam file must be uploaded and returned to the e-teachers using the Exam DropBox. Under no circumstances should it be sent using a student email account.** This would give the student access to the exam electronically in their sent mail which could then be forwarded to other students across the province. **(Important - Security)**

- 8) Exams should be written on the specified date and returned to e-teachers as soon as they are written to facilitate appropriate time for correction and reporting.**

- 9) English 1201 and 2201 are **common exams** across the NLESD and should be treated similar to public exams, except for the fact that they should be returned to and corrected by the teacher. These exams are of 2 hour duration with an allowable 10mins/hour extra time, notwithstanding documented accommodations.

- 10) If there are any clashes between the scheduled time for CDLI final exams and face to face public exam courses then please inform the e-teacher as soon as possible and an alternate time for writing the CDLI final exam will be determined. This will occur on a case by case basis after identification of the problem and a discussion occurs between the e-teacher and the school m-team.

Please remember that **Provincial Post-Secondary Tutors** will continue to be available during the afternoons and evenings to do **free tutoring** in most courses up to exam week. You should check the CDLI website (www.cdli.ca/tutoring) for the weekly tutoring schedule. Students must realize that it is never too early to start preparation for comprehensive cumulative testing.

Any questions please drop me a line (mikesceviour@cdli.ca).