



Combined CDLI/PUBLIC EXAMINATION SCHEDULE JUNE 2018 – **Final – March 26, 2018**

	Monday June 18	Tuesday June 19	Wednesday June 20	Thursday June 21	Friday June 22	Monday June 25	Tuesday June 26	Wednesday June 27
Morning Session*	<u>Math 3208</u> <u>English 2201</u>	English 3201	Math 3201 Math 3200 Mathématiques 3231 English 9 Math 7	Earth Systems 3209 <u>Science 1206</u> English 8	Biology 3201 Biologie 3231 <u>Biology 2201</u>	World Geography 3202	Physics 3204	Français 3202
Afternoon Session*	<u>English 1201</u>	<u>Physics 2204</u>	<u>Math 2200</u> Math 1201 <u>Math 2201</u>	Chemistry 3202 Chimie 3232 <u>Chimie 2232</u> <u>Chemistry 2202</u> Math 9	<u>Cdn. History 1201</u>	World History 3201 Histoire mondiale 3231		

NOTE: CDLI courses are underlined

NOTE: Common Final Exams are ***Bold/Italic***. Intermediate exams are in **BOLD**

*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 the start time,

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

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

+Afternoon Session

Schools may run the afternoon sessions from either 12:30 pm – 3:30 pm or 1:00 pm – 4:00 pm. To facilitate this, we are asking that schools strictly adhere to the following time lines:

Regardless of the start time,

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

No student writing a public examination will be permitted to enter the exam room later than 2:00 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 **Monday, June 11, 2018**.
- 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 1201/2201 and Math 1201 are **common exams** across the NLESD and should be treated like 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).