

CHEMISTRY LAB POLICIES

- 1) Students who are late may NOT be allowed to perform the lab and will receive a mark of zero.

THERE ARE NO MAKE UP LABS.

- 2) Students who miss a lab MUST contact their lab instructor by the end of that day (e-mail, phone, in person).

Failure to contact the lab instructor will result in a mark of zero.

- 3) Exemptions from a missed lab require a doctor's note or another acceptable proof of absence. It is expected that documentation regarding proof of absence will be submitted within one week of the student's return to studies.

Students who are deemed exempt from the lab will not be penalized.

- 4) Students who miss more than three labs *for any reason* will receive an incomplete for the laboratory portion of the course.

- 5) Late marks are assigned as follows:

-10% or -1 mark (whichever is greater) for every 24 hours the assignment is late.

Zero if the lab is more than 5 days late (weekends do not count).

- 6) Students who have not attempted the pre-lab may not receive any help on reports that are due at the end of the lab.

- 7) Plagiarism of any kind will not be tolerated. Evidence of copying old lab reports or another classmate's report will result in an automatic mark of zero, along with disciplinary action as per Kwantlen Polytechnic University Student Academic Integrity Policy (ST2).