

University of Prince Edward Island	Policy Number: 0006
Policy Title: Assignments	Pages - 1
Authority: Faculty of Nursing	Creation Date: February 1, 2005
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1. **Purpose**

To communicate clear and consist expectations with regard to submitting assignments.

2. **Scope**

All students enrolled in the baccalaureate nursing program (2 year program and 4 year program) and Master of Nursing program.

3. **Responsibility**

Faculty of Nursing

4. **Policy**

It is a program requirement that all assignments are to be completed and submitted.

Assignments must be submitted on time. Extensions may be granted by the course instructor or designate under extenuating circumstances. Late assignments, whether submitted by paper or electronically, will be penalized 3% a day, including weekends, for a maximum of 5 days. After that date, late assignments will not be graded and the student will receive a mark of zero. However, late assignments must be submitted in order to meet course requirements.

Electronic Submission of Scholarly Papers and Assignments:

If the Course Coordinator/Instructor or designate has indicated that papers or assignments are to be submitted electronically, he/she will provide course specific guidelines for electronic submission of assignments.

5. **Review**