

Late Work Form

Student first name: _____

Student last name: _____

Subject: _____

Assignment title (use exact words from Pinnacle): _____

Assignment due date (under title in Pinnacle): _____

Today's date (the day you are turning in the late work): _____

What is the reason this assignment is being turned in late? _____

What will you do differently in the future to make sure your work is turned in on time?

Please read the following and sign this form.

I understand that I am responsible for turning all assignments in on time with my first and last name on them. I understand that this assignment will have 10% of its points deducted if it is turned in within 1 week of the due date of the assignment and an additional 10% deducted for each additional week it is late. The date used to calculate this is the day you hand this form (filled out completely and accurately) in along with the attached late work. I also understand that if this form is not filled out completely and accurately, I will have to print and fill out a new one. **I understand that I will not be eligible to turn in any more late work for the rest of this quarter in this class.** I understand I will receive a zero on future late work and that work without my full name on it is considered late work. This form should be attached to the late assignment and handed to Mr. Riviere personally.

Student signature: _____

Date: _____