## Course Overview

## ST. MARY CATHOLIC SECONDARY SCHOOL

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Academic Year 20xx-20xx		Teacher Name:		Mr./Mrs. xxx		
Department:	Mathematics	Curriculum Chair:		Mrs. Chang		
Course Title	12 Mathematics for Work and Everyday Life	Course Code		MEL 4E1		
Prerequisite	Grade 11 Mathematics Credit	Grade		12		
Level	Workplace	Credit	Value	1		
Instruction Units						
Unit 1: Data Graphs Unit 2: Collecting and Organizing Data Unit 3: Personal Finance			Unit 4: Measuring and Estimating Unit 5: Applications of Measurement Unit 6: Culminating Task: Making Decisions about jobs			

Student Evaluation Criteria							
	Ter	m Work		Culminating Activities			
Categories				Culminating Activities			
KU	AP	СМ	TIPS	Culminating Task	30%		
40%	15%	10%	5%				
	Term Total 70%				Culminating Activity Total 30%		

## **Classroom Policies & Procedures**

- Arrive to class on time and in uniform
- Bring all necessary materials to each class
- Late and missed assignment(s) may result in the following:
  - Late Assignments: 5% off per day to a maximum of 5 days
  - Later than 5 days, a mark of zero can be assigned.
- Ask for teacher assistance when required
- Work cooperatively with the teacher and other students
- Behave respectfully towards others in the classroom
- If absent, obtain all notes and assignments from the teacher upon return to class if applicable.
- If a student misses any major assessment and evaluation without notifying the teacher ahead of time, then he/she may receive a mark of zero unless a doctor's note is provided.
- If any student is caught cheating, then he/she will receive a mark of zero on the test/quiz and a parent or a guardian will be contacted.

## Please acknowledge that you have read this outline:

Date:	Parent Signature
Date:	Student Signature