

09 August 2019

Distance Student Bulletin: Vol. 4 (2)

To: CODeL Students

From: CODeL Management

Subject: **Assignment Submission Grace Period**

Dear Distance Students,

CODeL implemented a grace period system in Semester 1 of 2018 whereby students are provided with additional days to submit assignments after the assignment due date. This initiative is pro-student that is accommodative of your needs by providing you with additional flexibility for your assessment. As the Student Information Letter of 2019 available on the Distance Education Common Space indicates (Section 8.3, p. 10), the grace period had 7 days and it worked as follows: the first 3 days after the assignment due date were penalty-free, whilst day 4 – 7 incurred a 10% deduction of marks per day.

You are hereby informed that this regulation has been revised. With effect from the FIRST Assignment of Semester 2 modules and the THIRD assignment of Year Modules, the Grace Period would operate as shown in Table 1:

Table 1: Grace Period Arrangement in Semester 1

Grace Period without Penalties	Grace Period with penalties has been discontinued
Day 1, 2 & 3 after the Assignment due date	

As indicated in Table 1 above, you will only have 3 days of grace period this Semester. This decision was made due to administrative and technological challenges involved in implementing the penalty deductions. CODeL shall continue to work on perfecting its systems to enable an effective implementation of this innovative procedure.

We thank you for understanding.

CODeL Management