

May 8, 2018

Dear Parents,

The following is to inform you of the procedures during the June Exam session. Please note the following:

- The exam session is from June 11 to June 20, 2018.
- During this exam session there are NO regular classes.
- The exam schedule will be available on the school's website at <http://www.cqsb.qc.ca/spqc/>.
- Students whose exam subject had a textbook(s) MUST hand in their textbook(s) the morning of their exam in order to receive a voucher to give them access to the exam. If students forget their textbook(s) or have lost it, they will be issued a bill (this too will give access to the exam).
- Unless students are attending remedial sessions, students must go home after they have completed their exam. If a student is required to stay at school they must remain the main cafeteria only (**Please note that students may be in exams (in class) a week or two prior to the exam session.**)

The following rules apply to all exams (including exams outside of the exam session):

- Students should arrive on time. If any student arrives more than 30 minutes late they will not be admitted to the exam.
- Students may not go to the washroom during the exam session. Bring your own Kleenex!
- ALL electronic devices are prohibited (including smartwatches). Students caught with them during exams will have their exam taken away.
- ALL forms of communication during exam sessions is prohibited.
- Non-authorized material, helping another student or receiving help from another student is strictly prohibited and will be considered cheating and the individual(s) will be expelled from the room and receive zero as a mark.
- Students must write all of their exams in the stated exam session. **The only legitimate absences would include medical reasons (with a doctor's note), convocation to a court hearing, a death in the family or participation in a national event representing Quebec or Canada.**

Sincerely,

Andre Gosselin,
Principal

Steven Dopheide,
Vice-principal