



SCHOOL ASSESSMENT AND EVALUATION POLICY (Old Airport Branch)

The grading for all subjects:

	Final Exam	Unit Test	Quizzes	Project	Classwork	Homework	Total
Elementary Division (Grades 1-5)	30%	20%	10%	10%	20%	10%	100%
MS / HS Division (Grades 6-12)	40%	20%	15%	5%	10%	10%	100%

Policy:

- **PASSING GRADE:** A student is entitled to pass to the next grade, if a student scores 50% and above in all subjects.
- **Makeup Exam:** A student is entitled to write a makeup exam, if a student scores below 50% in one to three subjects.
- **Makeup Exams:** If students fail in 3 or less than 3 subjects, students will get the chance to do make-up exam. If the student fails in the make-up exam, he/she will not be promoted to the next class. However, thus will be subject to the discretion of the Principal and the Head of Departments.
- If the student fails in the First Semester, passes in the Second Semester but fails in the Final Average, the student needs to do makeup exam.
- If the student passes in the First Semester, fails in the Second Semester however passes in the Final Average, the student is considered passing.
- If the student fails in more than 4 subjects (scores below 50%), he/she is requested to repeat the academic year. (Either core subjects or combination of other subjects)
- Final Average of below 50: the student should repeat the year even if he/she is passing in other subjects.
- If the Behaviour Infractions exceeds more than 15, the student is going to repeat the academic year.
- If the absence exceeds 15 days per term, the student will ask to repeat the academic year.



Promotion Criteria:

- a) A student has to pass unit tests and the semester exams on the stipulated dates.
- b) A student must complete his/her homework on time, submit projects and assignments on time.
- c) A student should pass in at least 4 core subjects. Passing grade is 50% and above.
- d) Students must have at least 85% attendance from the date of the reopening of the school for the new academic year.

Note: Makeup exam will only be for the main subjects.