

✓ Best two Quizzes will be counted out of Three Quizzes.

✓ Class performance marks will be counted for:

- Timely attendance
- Timely submission of all types of assessments
- Class participation.

✓ No makeup Quiz at all.

✓ No makeup Mid/Final Exam:

For real case/extreme emergency you have to submit an application to the Department Chair and Dean with valid proof/documents and seek permission. If your application is well accepted, there will be a chance to give the makeup Exam.

✓ Additionally, if your attendance is below 80%, you have to submit an application to me with detail explanation of each missing class/late attendance.

✓ 'I' grades are assigned only if less than 10% works are not completed, not the whole course.

## Evaluation

Class Performance:	10%
Assignment	10%
Quiz:	20%
Midterm exam:	30%
Final term	30%
Total:	100%

## Grading policy

Grades	Range
A	93-100
A-	90-92
B+	87-89
B	83-86
B-	80-82
C+	77-79
C	73-76
C-	70-72
D+	67-69
D	60-66
F	0-60