

**Grade Expectation Sheet
2011-2012**

Department: Business Education

Course: Career and Financial Mgmt.

Classroom Rules:

- Arrive to class on time.
- Make up missed tests or assignments within one week after being administered.

The student must bring the following to class each day:

- Binder with dividers and paper, pen and pencil

Grading Policy:

Homework	10%
Class Participation	20%
<i>[listening, taking responsibility for assignments and materials, staying on task, attending regularly, arriving on time]</i>	
Tests/Projects/Notebook	70%

Extra help hours will be posted in the Business Department and parent contact will be made as needed.

The Business Department phone number is: 516 539-9422.
The best time to call 8 – 3 pm.