

21 May 2020

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Dear Student

We trust that you are keeping safe and engaging with your online learning content.

We would like highlight certain aspects of the amended assessment policy that will further enhance your online learning experience.

- We have changed the format and number of assessments so that it can be written at home and you have fewer assessments to complete.
- We have introduced flexibility by setting a completion date for all assessments to be handed in. You can submit assessments all the way up to the completion date. Please do not submit after the completion date, though, because you will not get a mark.
- You are (normally) allowed to submit your assessment twice. To make the most of this, it is highly recommended that you submit your first submission as soon as you are able. The lecturers will mark your first submission and provide you with feedback. You will then have a second opportunity to submit your revised work. Your highest marks (regardless of whether it is the first or second submission) will count towards your final mark.
- While the process has been changed, we have maintained our academic standards to ensure that the quality and credibility of your qualification remains intact. This means that intellectual integrity (referencing properly and avoiding plagiarism) is vital.
- Refer to the "Student info" tab on [www.rosebankcollege.co.za](http://www.rosebankcollege.co.za) for all student communications and the assessment policy.

Yours Sincerely

Adrian Garden

Academic Teaching and Learning Manager

Rosebank College

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