

# Philosophy 104 Late paper policy

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## **Grace period**

There is a two day grace period for turning papers in late without any penalty. For example, if the paper is due at 10:20 am on February 10, you will not be penalized if you turn in it by 10:20 am on February 12 (at 10:21 it is one day late). Your paper counts as submitted when it is submitted electronically on Canvas.

## **Lateness penalty**

You will lose 2.5 grade points (out of 100) for each calendar day a paper is submitted late after the expiration of the grace period.

## **Excuses**

If you have a legitimate excuse for submitting the paper late, there will be no lateness penalty. Legitimate excuses must be serious (medical, family emergencies) and documented; and you must inform your TA and me as soon as the problem arises. Technological mistakes (including mistakes using Canvas, or attachments that cannot be opened) are not legitimate excuses.

## **Impact on grading and other deadlines**

If you turn in a paper late (including during the grace period), it may be returned to you later than papers that are turned in on-time.

If you turn in a first draft late, the second draft remains due at the original time. (If your first draft is so late that you don't receive comments on it until after the second draft is due, you may incur additional lateness penalties on the second draft.)