

Extensions and Turning in Work Late

Extensions: If you receive an extension on an assignment, the assignment can be turned in until the agreed upon time with no penalty. But if turned in late, you will have the late points subtracted based on the original due date. (I.e., if the class due date is 1/1 and you get an extension until 1/3, but you turn it in on 1/4, the paper will be considered 3 days late.)

Turning in Assignments Late:

- 1 minute late with a paper is equivalent to being a full day late and the time is determined by my watch or, if turning the assignment in to the Political Science office, the time stamping machine in that office. NO EXCEPTIONS.
- Note that I have a fairly unique approach to paper due dates.
 - All papers will have a stated due date.
 - That said, for most papers everyone in the class is given an automatic extension – I will let you know in advance how many days that extension is – after that due date. (You don't need to come ask me for that extension – it's automatic!)
 - If you have a very good reason and you notify the instructors prior to the original due date (in the below example, that due date would be 12/25), we are willing to give additional extensions.
- However, after the original due date passes, we will not give any other extensions. AGAIN, NO EXCEPTIONS. So, for example:
 - If an assignment is due on December 25
 - And I note that the class has an automatic extension until December 28,
 - Any paper turned in up until the deadline on December 28 will be given full credit.
 - However, any paper turned in after 12/28 will be considered late.
 - Moreover, after December 25, there is no excuse that will be considered acceptable to turn in the paper after 12/28.
 - Do not ask me for an extension after the original due date has passed. The paper was supposed to be in on the original due date, so getting sick or having family emergencies or any other excuse comes AFTER the paper was due, so no possible excuse will be considered acceptable at this point.
 - I will consider dropping your grade an extra 1/3 letter grade if, after the original due date has passed, you ask me for an extension.
 - If you turn in the paper after the extension date (in this example, after 12/28) you will lose 1/3 of a letter grade for each day after the original due date.
 - So, in this example, a paper turned in 5 minutes after the extension deadline on 12/28 will lose 1 and 1/3 grade (e.g., an A paper would become a B-).
- Also, note that each day of the weekend (or holiday) counts as a separate day and it is impossible to turn in the paper on the weekend (or holiday).
 - So, a paper due at 4pm on Tuesday and has an automatic extension to Friday, but was then turned in at 9am on the following Monday, would lose 2 letter grades (1 letter grade for the 3 days up until Friday and 3 days for the time from Friday to Monday).

Turning in Work to the Political Science Department Office: In some cases, you may be asked to turn in your work in the Political Science Department Office.

- The office is located in 469 Kerr Hall and is open 9am-noon & 1-4pm.

- Be sure you know where the office is so you do not have to scramble at the last minute to find it.
- When you turn in work to the Political Science office, be sure to get your work date/time stamped to prove when it was turned in. Keep in mind: The time stamp in the office may at times be slightly fast, so, to be on safe side, turn in any work to the Political Science office at least 5-10 minutes earlier than the official deadline. We will use the time stamp from the office to determine when you turned your assignment in.