

Internal Assessments – Absences during End of Year and Mock Exams

End-of-Year exams and Mock exams take place at the end of the academic year, in May and June and February and March, respectively. Sitting an End-of-Year exam or Mock exam is a requirement for completing a subject for that academic year.

Absences:

Justified absences

Students with **justified absences** will not receive a mark for the End-of-Year or Mock exam, as they will not have completed the full course. However, comments on the student's progress throughout the year will be included in their report. **Re-sits for End-of-Year or Mock exams are not permitted.**

Justified absences may include:

- **Illness** at the time of the assessment (with supporting medical evidence)
- **A crisis** at the time of the assessment, such as an unforeseen disaster
- **An accident** occurring at the time of the assessment
- **Participation in international tournaments** during the assessment period
- **The death or funeral of a family member**

All justified absences must be supported by **sufficient documentation or evidence** and submitted in **advance** to exams@englishschool.ac.cy.

Unjustified absences

Students with **unjustified absences** will receive a grade of **zero (0)** for the End-of-Year and Mock exams.

Unjustified absences include, but are not limited to:

- Absence due to **personal events** such as weddings, concerts, or moving house
- Absence due to **oversleeping** or arriving significantly late to the exam
- Any other reason deemed **unjustified** by the school

The final decision on whether an absence is **justified or unjustified** rests at the school's discretion.