



## Grading Policy

CCLS' Grading Policy establishes the minimum passing grade for promotion to the subsequent level and defines how your final score is calculated.

Passing grade: **65**

Your final score will be calculated as follows:

- 50% from the oral exam
- 35% from the written exam
- 10% from homework
- 5% from attendance

If you score lower than 65, you will be encouraged to schedule a remedial exam (a retest fee may apply). If you wish, you may also schedule private tutoring for a fee to review any content with which you may need help.

### Appeals

CCLS takes a proactive approach to appeals by offering remedial options such as private tutoring and the ability to re-take an exam. As such, students are not likely to feel the need to appeal a grade. If a student would like to appeal a grade, he or she can talk to one of our Customer Service Specialists. If necessary, an appointment will be made with the teacher or the Academic Coordinator to discuss options.

For information on retests, please refer to our **Satisfactory Academic Progress and Advancement Policy**.