

Royal Ontario Academy (ROA) offers flexible asynchronous learning, but students are expected to engage regularly with their coursework and make steady progress toward course completion. This policy outlines expectations for assignment completion, procedures for missed assignments, and requirements related to confirmed and scheduled final exams.

Assignment Expectations

Students are expected to remain on track by completing assignments regularly. ROA courses are designed so that each lesson and unit must be completed before progressing to the next stage. Teachers may provide suggested timelines to support a student's academic goals; although there are no strict assignment deadlines in ROA's asynchronous model, there are levels of engagement expected of students as set out in the Attendance Policy.

Missed Assignments

Because course content is completed in sequence, students who do not complete required assignments are prevented from progressing until the outstanding work is submitted. A student unable to complete coursework for an extended period should inform their teacher as soon as possible to discuss the situation and develop a catch-up plan. Teachers will work with students who are falling behind by providing guidance, support, and time management strategies where appropriate.

Extensions and Catch-Up Plans

Because there are no strict assignment deadlines, students may submit coursework at any time during their enrolment in the course, provided their progress is consistent and aligned with the Attendance Policy.

Final Exam Scheduling

Where a course requires a proctored final exam, students are responsible for attending their confirmed and scheduled final exam session, booked under the Evaluation and Examination Policy.

Missed Confirmed Final Exams

If a student does not attend a final exam that has been confirmed and scheduled by ROA, a supplemental administrative fee of \$50 applies to any additional rescheduled final exam. Students should notify the school as soon as possible if an emergency or exceptional circumstance may affect their ability to attend a scheduled final exam.

Academic Integrity

All submitted assignments must comply with ROA's Academic Integrity and Cheating and Plagiarism Policies. Proper citation and original work are required, and any final examination must be completed in accordance with ROA's exam procedures, supervision requirements, and academic integrity expectations.

This policy is reviewed periodically to ensure clarity, fairness, and alignment with Ontario Ministry of Education requirements and ROA operational needs, and is updated as needed. Final decisions on interpretation and application rest with the Principal. Questions may be directed to Royal Ontario Academy at info@royalontarioacademy.com. Last updated July 2026.