

# Welcome to CEAP at KSS

2025-2026 Office Hours

\*Closed for lunch\*

Teacher ↓	Monday	Tuesday	Wednesday	Thursday	Friday
Angela Coburn	8:50 – 3:10	8:50 – 3:10			—
Shelley Terpstra			8:50 – 3:10	8:50 – 11:40	—

*Please note the following regarding withdrawal from CEAP courses:*

Non-Completion Scenario	Outcome
Student has not been 'activated' in this course '	<ul style="list-style-type: none"> <li>• no record on transcript.</li> <li>• No wait period to take course again</li> </ul>
Student 'activated' BUT LESS THAN 30% of course work submitted	<ul style="list-style-type: none"> <li>• W on transcript</li> <li>• one year wait period (or 3 reporting periods) before you can take the course again.</li> </ul>
Student 'activated' AND MORE THAN 30% of course work submitted	<ul style="list-style-type: none"> <li>• resulting grade on transcript</li> <li>• one year wait period (or 3 reporting periods) before you can take the course again.</li> </ul>

N.B. Students are '**ACTIVATED**' in a course when one curricular assignment has been submitted and marked by the teacher