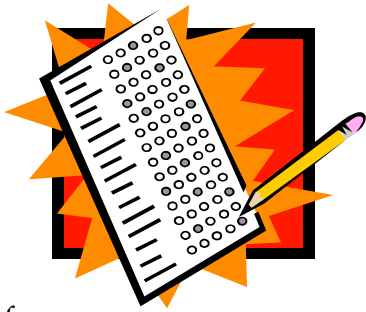


# *Semester Exams*

## **Semester Exam Waiver**

- Only seniors can waive exams
- Exam waivers do not pertain to AP tests and Dual Credit exams required by colleges
- State mandated End-of-Course Exams (EOCs) cannot be waived
- The semester exam in a course that is year long, such as English or math, can only be waived at the end of the entire course



- A semester exam for a semester course can be waived at the end of the first or second semester
- Students must have an overall "A" or "B" average in the course
- Students must have no more than five tardies for the semester
- Students must have no more than five absences for the semester (3 in a block class)
- Students must have no external suspensions for the entire semester
- The waiver must be signed by the student's parent/guardian and be submitted for administrative approval three days prior to the semester exam date
- When an exam is waived, the two nine-week grades for that semester will be averaged to obtain a semester average for the course

## **Semester Exam Make Ups**

- No exam can be taken prior to the scheduled exam date
- Written requests must be submitted one week prior to the exam (except for emergencies) to grade level administrator for approval
- All requests must be approved by an administrator
- Upon approval the student takes the signed approval form to his/her teacher to schedule a make-up time on one of the designated make-up dates
- Exam make-up dates will be determined by the administration & teacher
- Students are responsible for arranging exam make-up times with their teachers



**Senior Final Exam Waiver Policy  
May 2011**

Seniors who meet all of the following specific criteria may choose to waive their second semester exams:

1. If the senior is eligible to graduate in May 2011
2. Students attempting to apply the Second Chance Option cannot waive exams.
3. If the senior has no more than **THREE (Block) / FIVE (year-long)** absences during the semester in the specific course: **and**
4. If the senior has an average of "A or B" in the specific course for the semester
5. If the senior has no more than 5 tardies for the semester.
6. If the senior has no external suspensions for the semester

A senior may NOT waive an exam for any AP/Dual Enrollment course. Official State of Florida End of Course (EOC) Exams cannot be waived.

Approved athletic events, field trips, and events that are a part of the regular school program will not be included when calculating absences for exam exemption.

A senior who wishes to exempt an exam must sign the waiver form and obtain a parent or guardian's signature. When an exam is waived, the two grading periods will be averaged together 50/50 to determine the semester grade.

**Exam Schedule:**  
**May 11<sup>th</sup>: Periods 1, 3, 5**      **May 12<sup>th</sup>: Periods 2, 4, 6**  
 \*\*Teachers—There is flexibility as to when to schedule your exam. Please ensure that the date of your exam administration is clearly communicated to students. **\*\*NO EXAM is to be administered BEFORE May 11<sup>th</sup>.**

The **FINAL** Senior Failure List is due to Mary Tabri by 2:05 pm on **May 13th.**  
 Final grades **POSTED** and **hard copy due** to Mary Ann Cosenza by 2:05 pm on **May 13th.**

**Senior Exam Waiver**

Student's Name \_\_\_\_\_ Teacher \_\_\_\_\_

Course \_\_\_\_\_ Period \_\_\_\_\_ Date \_\_\_\_\_

I \_\_\_\_\_, choose to waive my final exam for second semester, 2010/2011. I understand that the two grading periods will be averaged together 50/50 to determine my semester grade.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Teacher Approval:

Seniors should present the signed waiver form to the teacher by 1:55 pm on Tuesday, May 10—Senior last day.

The teacher is to submit the signed waiver forms to Cheryl Edwards on or before May 11 for final administrative approval.

**The last day for seniors is May 10. Final exams for seniors will be May 11<sup>th</sup> and May 12<sup>th</sup>. Senior exams “make-up day” is May 13<sup>th</sup>.**

Seniors are to report to each exam at the time that the class is normally scheduled. On May 11th, seniors report to 3rd period at 9:16, for example. When seniors are finished with their exams, they **must** leave campus.

**No loitering is permitted.**