

## **FINAL EXAM EXEMPTION INCENTIVE TO INCREASE STUDENT ATTENDANCE**

**CRITERIA:** *Freshmen, Sophomores, Juniors and Seniors* may be exempted from final exams each semester under the conditions outlined below. Please keep in mind this is an attendance incentive and not necessarily a grade incentive though grades are used to qualify.

- A. The teacher of the course chooses to participate in the final exam incentive. Students in Advanced Placement (AP) or college classes will take final exams per course requirements.
- B. The student completes an application form (available in the administrative office) requesting the exemption. The form is signed by the student, parent(s), and teacher; and is returned to the main office by the deadline.  
**Exemptions turned in after this date will not be approved.**
- C. The student has 96% attendance from the the 1<sup>st</sup> day of school until Dec. 11 and maintains 96% attendance after the deadline.
- D. The student has an “A” in the class for the semester defined as 90% or above for the semester. The teacher will determine the “A” criteria. This is to ensure the student grasps the content standards and has shown proficiency.
- E. The student has no major discipline defined as no more than four detentions, no Saturday Campus, no ISS or OSS **during the semester** of the requested exemption at the time of application.
- F. The student must be free of fees and fines from the main office and Library fines in order to be exempt from any final.
- G. If a student has exempted a final(s) but has one or more Fs in other classes, they will be allowed to exempt a final if they meet the criteria; however, they will **NOT** be allowed to leave campus.

### **Additional Information:**

- Absences that result from final exam exemptions **will not count** against A+ criteria, building attendance incentives, Renaissance, perfect attendance, eligibility to participate in athletic events and second semester attendance criteria for final exam exemption.
- Students who are exempt but choose to take a final exam can only improve their grades. In this case, the final exam grade cannot negatively impact the semester.
- **The student will be able to leave school during the exam time in which they are exempt by signing in and out through normal building procedures if parent has given permission on application form. Students remaining in the building must be in the direct supervision of a staff member who has given previous permission for the student to stay. \* Students who qualify to leave campus only need to attend final exams they are not exempting.**
- It is the student’s responsibility to maintain all qualifying criteria after the application approval. *Additional absences and discipline or falling below the ‘A’ criteria defined as 90% will disqualify the student’s eligibility for any exemption.*