

GUIDELINES FOR SENIOR EXAMS--JUNE, 2016

1. Seniors with a **cumulative course average of 90 or better** in **full year or Semester Two Courses on Friday, June 3, *may*** be exempt from the final exam (teacher discretion). The last full day of regular classes for seniors is Monday, June 6.
2. Final exams will take place during class time (90 minutes) with the instructor for the course. Exams will be spread out over four days and students need only attend school when they have regularly schedule classes or exams. Seniors who are not scheduled to take an exam during a given period do not need to be in attendance at that time and may leave school with parental permission by following regular dismissal procedures.
3. All seniors required to take exams will follow the testing schedule. Exams may not be taken earlier than scheduled without written approval from the administration. Work conflicts will not be considered as a reason for rescheduling exams.
4. Seniors must remain in class until the block ends, even if they have completed the exam. Students who need to make up exams will not be able to participate in any senior activities until exams have been completed.
5. Seniors who must be in school during a non-exam or non-activity time must check in at the Attendance Office and will receive a pass to a designated area.
6. Attendance must be taken in each exam room. Students who are absent must bring a note excusing their absence to the attendance office in order to take the missed exam during a make-up period.
7. **CELL PHONES AND ALL OTHER ELECTRONIC DEVICES MUST BE STORED OUT OF SIGHT DURING EXAM PERIODS.**