

# Can I Exempt My Final Exam?

Use the information below to see if you qualify for spring semester final exam exemptions.

## STEP 1 - DISCIPLINE AND FEES

I have not been in ISS, OSS, DAEP (ANNEX) or JJAEP.

I have cleared financial holds.

If you checked both boxes, go on to Step 2. If not, you are not eligible to exempt ANY of your final exams.

## STEP 2: ATTENDANCE AND GRADES

Answer these questions for EACH CLASS to see if you are eligible to exempt the final exam.

### FULL-YEAR COURSE

I have no more than six (6) absences in this class for the entire school year.

I passed the first semester of this course AND received a conduct grade of "E," "S," or "N".

For the second semester, I have an 80 or higher AND a conduct grade of "E," "S," or "N".

You MUST check all three (3) boxes in this section to be eligible for an exemption in this class only. If not, you are not eligible to exempt the exam in this class, but may be eligible in another class.

### SPRING SEMESTER ONLY COURSE

I have no more than three (3) absences in this class for the spring semester.

For the spring semester, I have an 80 or higher AND a conduct grade of "E," "S," or "N".

You MUST check both boxes in this section to be eligible for an exemption in this class only. If not, you are not eligible to exempt the exam in this class, but may be eligible in another class.



Move on to Step 3 for information about keeping your exemption during exam week.

## STEP 3 - ATTENDANCE DURING EXAM WEEK

Woo-hoo! I am eligible for an exemption...



...AND I can be ABSENT from the exam period, IF I have less than six (6) absences in my full-year course and less than three (3) absences in my spring semester course on the day before the final exam (see final exam schedule for exam dates.)

EXAMPLE: If I have five (5) absences in my English class on the day before the exam period, I can exempt the exam AND be absent for the exam period because my absence would count as my 6th absence, so I would still be eligible to exempt.



...AND I must be PRESENT during the exam period, but I do not have to take the exam, IF missing the exam period would be my 7th absence in my full-year course or my 4th absence in my spring semester course. If I do not attend the exam period, I will receive a grade of zero (0) on the final exam because I will no longer meet the attendance requirements for exemptions.

EXAMPLE: If I have six (6) absences in my Math class on the day before the final exam, I can exempt the exam, but I MUST ATTEND the exam period because another absence would count as my 7th absence in the course, so I would lose my exemption eligibility.



Any student qualified for an exemption may choose to take the final exam if he/she believes it will improve his/her semester average.