



December 2023 Final Exam Exemptions

Students may be exempted from three semester exams for classes in which they have a semester average of 85 or above **AND** have no more than two absences that semester from that class, **AND** are present for the exam when it is scheduled.

Students **MUST** be in attendance on the days they are scheduled for an exam **AND** for the entire time of the exam.

If a student is given permission to exempt an exam but does NOT attend the Final Exam, the student will receive a grade of 1, and will be required to take the exam.

Exams will not be given before the scheduled day and time. If a student is ill and must miss taking an exam, a make-up exam will be scheduled by the teacher if time allows. Otherwise, the exam will be scheduled in January. All make-up exams should be completed by January 19, 2024. Students who do not make up an exam will be given a 1.

Students in 9th – 11th grade may be exempt from three semester exams

- for classes in which they have a semester average of 85 or above,
- **have no more than 2 absences**, and
- are present on the exam days when attendance is taken.
- **For exemption purposes only, three tardies count as an absence in all classes no matter where they occur across the schedule.**

9th -11th graders are required to take semester exams in the fall for all EOC subjects [Algebra I, Biology, English I, English II, US History]; however, they will not be required to take a spring semester final in EOC subjects if they meet all exam exemption guidelines. The second-semester courses exempted shall not be the same courses exempted from the first semester.

Students in 12th grade may be exempt from three semester exams for classes in which

- they have a semester average of 85 or above,
- **have no more than 2 absences**, and
- are present on the exam days when attendance is taken.
- **For exemption purposes only, three tardies count as an absence in all classes no matter where they occur across the schedule.**

The second-semester courses exempted shall not be the same courses exempted from the first semester.



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Exemption Form Timeline

Students will receive an email notification beginning on Friday, December 1, that explains which exams they may exempt. Students will need to complete a Google Form no later than Wednesday, December 6, that indicates which exams they wish to exempt. Teachers will approve exemptions by Friday, December 8. Students will then receive a confirmation email detailing which exams they are confirmed to exempt.

Final Exam Week Attendance Requirement

- All students are expected to report to ALL scheduled classes/study halls/exams during Final Exam Week.
- **Students who are exempting an exam will report to their scheduled classroom for attendance and stay in their assigned class throughout the entire period.**
- During Semester Exam week, McNeil High School will follow existing campus procedures for students leaving campus during the school day.
 - Non-student drivers are not permitted to leave school early without being signed out by their parents.
 - Only parents/guardians listed on the emergency contact information sheet will be allowed to sign their student out from the campus. Students must be signed out in the Main Office, in person, when they are being picked up.
 - Student drivers with registered parking permits can drive themselves off campus without being signed out, but they must provide a signed parent note in advance.
 - Student drivers may **not** return to MHS on the same school day unless their parent note, allowing them to leave MHS, indicated a previously scheduled appointment (doctor, dentist, court, etc.) **and** they return with and submit the **official documentation** (doctor's note, dentist note, court documentation) verifying their attendance at the appointment to the Attendance Office upon their return.
- ***Students leaving early who do not follow these procedures will not be allowed to ride district transportation home.***
- We are anticipating heavy volume in the office for sign-out. We will not be able to accept pre-written notes for early dismissal for non-student drivers. Parents should expect lengthy delays if signing out their students early from school.

FLEX Time

FLEX time will not take place during Final Exams.

Please see the [MHS 2023 December Final Exam Schedule](#) for additional information.