

1. Semester exams must be representative of the work of the entire semester.
2. Exams for courses in which students are required to take a STAAR EOC exam will cover ONLY the material taught after the STAAR EOC exam is given and will count as a major grade during that nine week grading period.
3. Any exceptions to this policy for the administration of semester exams must be made at the department level with principal approval.

High School Exam Exemption Criteria

Students may be exempt from spring semester examinations in the following categories: (1) Junior and Senior Exemptions and (2) AP Exemptions. Any student exempted from the spring semester exam in either of the two categories may elect to take the spring semester exam to improve his/her grade. With this choice, a student's semester average may only be increased by the examination grade and may not be reduced by the examination grade. Non-exempt students must attend every class for which an exemption is not earned.

Guidelines for Junior and Senior Semester Exam Exemptions

Junior and senior students are eligible for exemption from spring semester exams in any course based on the criteria below.

1. Attendance and Discipline Requirements Per Class:
 - Spring semester course average of ninety (90) or above, no more than three (3) absences, or
 - Spring semester course average of eighty (80) or above, no more than two (2) absences, or
 - Spring semester average of 75-79 with no more than 1 absence; and
 - No conduct grade lower than satisfactory
2. All absences, with the exception of official school business, approved college visit days, death in family, and religious holy days, will count (excused and unexcused).
3. Students may have two college visit days in their junior year and two days in their senior year, with two week prior approval of their grade level assistant principal and a letter from the college or university verifying the visit. These absences for approved college visits do not affect exemption for semester exams.
4. Three (3) tardies in a class during the spring semester counts as one (1) absence for exemption purposes.
5. To be eligible for exemption, a student may not have a discipline referral in the spring semester from the class of exemption. A discipline referral is any offense other than a tardy to class. The student must also be clear of all fines and detention halls. Students must not have served time in ISS or been suspended at home during the spring semester.
6. As a result of clear and compelling evidence of student's cheating, a student is not eligible for any spring semester exam exemption during that school year. (See Secondary Honor Code).
7. Courses taught through computer-assisted or online instruction are not eligible for semester exams exemption. (See Credit Recovery Procedures for information about exams).

Guidelines for AP Semester Exam Exemptions

A student in grades 9 – 12, enrolled in an AP course will be exempt from taking the regularly scheduled spring semester exam for that AP course upon having met the following conditions:

1. Student must take the designated College Board Advanced Placement Exam for that course.
2. Spring semester course average of seventy (70) or above.
3. No more than three absences (3 tardies count as an absence). All absences, with the exception of official school business, approved college visit days, death in family, and religious holy days, will count (excused and unexcused).
4. Student may not have a discipline referral in the spring semester from the class of exemption. A discipline referral is any offense other than a tardy to class. The student must also be clear of all fines and detention halls. Students must not have served time in ISS or been suspended at home during the spring semester.
5. As a result of clear and compelling evidence of student's cheating, a student is not eligible for any spring semester exam exemption during that school year. (See Secondary Honor Code).

Appeals regarding the loss of exemption eligibility must be submitted in writing to the campus principal for consideration for a waiver to these criteria. Decisions regarding waivers and exam exemptions may not be appealed beyond the campus principal.