

Instruction

Administrative Procedure- Semester Exam Policy

Comprehensive semester exams will be required of all students in all classes at GCHS.
The following exceptions will be made:

1. A semester exam will not be administered for classes worth .25 credits (i.e., half-hour classes, physical education, and driver's education).
2. A student can earn the right to waive his/her semester exam in all courses, except those listed below, based upon his/her excellent attendance, discipline, and/or academic achievement during a given semester.

*American History 1,2,3: If taken as a graduation requirement, not as an elective. *Calculus 2A/AP for dual credit only.

ALL LEVELS OF:

Algebra 2 & 2A	Biology 2	*American History 1	English 6
Algebra Concepts 2	Chemistry 2	*American History 2	English 8
Geometry 2 & 2A	Physics 1	*American History 3	
Geometry Concepts		Consumer Home Mgt.	
Algebra 3 & 3A		Economics	
Pre-Calculus 1 & 1A			
Survey of Advan. Math 1			
Calculus 1A/AP & *2A/AP			

A. Students will earn the right to waive their semester exam in a given class if ONE of the following applies:

- Student does not have more than 4 absences in a given course during the semester (not including absences due to field trips or funerals or other non-absences as declared by the building principal).
- Student earns an "A" in a given course (does not include a student who earns a "B" in an accelerated course that is calculated as an A).

B. Students do not qualify for this type of exception in any class if any of the following apply:

- Student is truant from school any time during the school day.
- Student served hourly ISS, a final must be taken for any single hour(s) in which the student served ISS.
- Student received full day ISS or OSS during the semester.

- Student received homebound instruction at any time during the semester.
- Student enrolled in school or transferred into school after the fourth attendance day of the semester.
- Student missed more than ten days of school during the semester.
- Students participating in dual credit courses may be required to take semester exams as part of the college requirement.

Procedures:

- Students must take semester exams according to the semester exam schedule.
- Students arriving tardy must sign in at the Attendance Window and must complete the exam in the time remaining for that period.
- Students required to take exams must be in attendance for the full exam period.
- Students in multi-hour classes will take their exam in the first hour the class is offered.
- Student attendance during semester exams will be reflected on the student report card/transcript.
- Students needing to make an adjustment in their final exam schedule must pick up a form from the Principal prior to the start of final exams.

SEMESTER EXAM ATTENDANCE: An absence during a semester exam must be excused before the end of the day on which the exam is scheduled. Failure to do so may result in a missed opportunity for making up the exam and consequently a failing grade for the semester exam.

Adopted: 4/26/2005

Revised: 8/12/2008, 7/12/2019