

SOPHOMORE

WUHS Exam Exemptions – 1st Semester 2021-2022

Who is eligible?	All full-time sophomores who meet eligibility requirements.
What are the grade requirements?	A student must maintain a minimum of A- grade average in the semester preceding the exemption. The A- grades apply to AP courses as well.
Is parent permission required?	Parents of all students will be notified via school messenger regarding the exam schedule and exemption requirements. Parents not wishing to have their student utilize the exam exemption process will be required to notify the main office by Wednesday, January 12, 2022 .
What are the attendance expectations?	Students may not have any unexcused absences in the two quarters preceding the exemption (unexcused, or unexcused over-limit).
What are the behavioral expectations?	A student may not accumulate any written office referrals in the two quarters preceding the exemption.
In which classes can exemptions be used and how many finals may I exempt?	An exemption may be used in core or elective classes. A sophomore may exempt a maximum of one (1) exam first semester . Students may not exempt both semesters of a year-long class. The exception would be an A.P. class in which the student takes the A.P. exam in May.
How is the final grade figured?	The final grade for the class is the semester grade as it has been earned. The exam grade will be “ex” or excused in the electronic gradebook and not count against a student’s semester grade.
What is the procedure for obtaining an exam exemption?	<ol style="list-style-type: none"> 1) Students must make a determination of the exams they are eligible to exempt. 2) Students will obtain the Exam Exemption Approval Form online, from the main, guidance, or attendance office starting January 6, 2022. 3) Students must obtain a signature from the instructors of the courses whose exams they plan to exempt. 4) Students must return the Exam Exemption Approval Form to the main office for approval no later than January 12, 2022 (by 3:30pm) – No exceptions. 5) Upon turning in the required form, the student’s name will be added to a list indicating they have met all the requirements. That list will be distributed to staff. Students can verify that they have received an exam exemption from their teacher. 6) Administration will contact students who do not qualify initially. 7) Students who fail to maintain the grade, attendance, or behavioral expectations will lose the eligibility for their exam exemption(s). <ul style="list-style-type: none"> - Teacher contacts parent/student if a student’s grade falls below expectations - Administration contacts parent/student if attendance or behavior falls below expectations

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Exam Exemption Approval Form – 1st Semester 2021-2022

Step 1 – Obtain your instructor’s signature for the course you plan to exempt.

Step 2 – Return the signed form to the main office for approval– **no later than Wednesday, January 12, 2022 by 3:30pm.**

Step 3 - Teachers will receive a list of students who qualify for an exam exemption.

Step 4 – If you do not meet the criteria, administration will inform you.

Print: Student Name/Grade _____

Class Title/Class Period/Teacher Signature for Exam 1:

Class Title Class Period Teacher Signature

Completed by Administration

Meets criteria _____

And

Added to Student List _____

Does not meet criteria _____

And

Student contacted _____