

Exam Exemption Policy
New Braunfels High School Fall 2019

Exemption Criteria:

- Must have 75 or above for the semester average
- No more than 4 absences and 4 tardies in a class. **ALL** absences count against exemptions except school related absences and documented college visits.
- Cannot have been assigned DAEP or assigned an out of school suspension

Number of exams to exempt: A student can exempt up to 3 exams

AP Courses: Can exempt mid-term/final exams

Dual Credit Courses: Cannot exempt mid-term/final exams

College Math and ELA Prep Courses: Cannot exempt mid-term/final exams

Students can exempt semester classes.

If I'm exempt from an exam what do I do the day of the test?

- Student **must** report to the exempted class(es) and may use that time to study for other exams.
- If a student is absent for the class they are exempting it will count against them. If that absence puts him/her over 4 absences a 1 will be entered into the grade book for the exam score and it **MUST** be made up within the following week of exams. Any exam not made up will remain a 1 in the grade book and will affect a student's final semester average.
- Students may opt to take an exempted exam to improve his/her grade. The score will be entered into the grade book **ONLY** if it will help the student's final semester average.

Applying for an exemption:

- Exemption forms will be available on the NBHS website and in the back office starting on **December 9th**.
- It is the student's responsibility to have the teacher for each course they wish to exempt (no more than 4 absences AND/OR 4 tardies) check his/her eligibility and sign off on their form.
- A parent signature on the exemption form **IS REQUIRED**.
- Forms must be returned to the Mrs. Neely **no later than 4:30 on December 11th**. **Late forms WILL NOT be accepted or considered for exemptions.**
- Qualifications for exemptions are in affect until the end of the semester. It is the student's responsibility to maintain good attendance during the week of exams. Absences acquired after the form has been submitted will count against the student and could cause the student to have to take exempted exams.
- Teachers will double-check eligibility for student prior to exam time. If the student has become ineligible the teacher will let the student know he/she is required to take the exam.

Reminder: Exemption means you don't have to take a test. YOU DO HAVE TO COME TO CLASS THE ENTIRE WEEK OF EXAMS!