

WHAT YOU NEED TO KNOW ABOUT EXAMS

SECOND SEMESTER 2017-2018

Students may exempt under the following conditions:

*Seniors may exempt the second semester exams under the following conditions:

1. With at least an 87 average and in compliance with the OPS policies.
2. With an 83 in any Honors classes in compliance with the OPS policies.

*Students in grades 9-11 may exempt only the second semester exam in a subject...

1. With a 90 or above average for the second semester and in compliance with the OPS handbook policies.
2. Have an 85 in an Honors course and are in compliance with OPS policies.

*Students in grades 6-8 may exempt only in compliance with the OPS handbook policies for the second semester exam in a subject with a 90 or above average for the second semester. **Eighth graders taking Honors Algebra I or Honors English I may exempt with an 85 average.**

DAILY PROCEDURES DURING EXAMINATIONS AND REVIEWS

1. Review Sessions – Review sessions will be Friday, May 18th, and Monday, May 21st.

Students exempting an exam are not required to attend that class on review days, May 18th and May 21st. The review days are for the benefit of students who are taking exams.

2. Exemptions are to be announced at the end of the period on Thursday, May 17th, and **NOT BEFORE**.
3. Regular school policy will be in effect during exams **including dress standards** for students. Inappropriately dressed students will be issued a detention. No pajamas, sweats, athletic shorts, etc. on exam days!
4. There will be no homeroom periods on exam days. Students will report to the exam room **no later than 7:50 AM** for the first exam, and **no later than 9:50 AM** for the second exam. Exams begin promptly at 8:00 AM and 10:00 AM.

Students who are absent and need to make up exams will report on Friday, May 25th, at 10:00 AM to their subject teacher. Subject teacher will administer. THIS IS THE ONLY TIME DESIGNATED FOR MAKE-UPS!

5. **Exams are to be taken during the set schedule. Only those who have been medically excused or administratively approved can be taken during the make-up period.**
6. Students who do not have an exam at 8:00 AM but have an exam at 10:00 AM do not have to arrive at school until 9:50 AM for their 10:00 AM exam.
7. Students who have NO EXAMS on a given day DO NOT have to report to school.
8. Students need only to be here based on time period of testing. Sixth graders (3rd period) and seventh graders (4th period) do not have to report for their rotation classes. Eighth graders do not have to report for their physical education class. If these students report to school, they must report to the library during their rotation or physical education class periods.
9. Study Hall will be held in the library each day during exams. Students who are at school and do not have an exam **MUST** report to the library. There should be **NO ONE** in the halls during exams.

2017-2018 REVIEW & EXAM SCHEDULE - SECOND SEMESTER

Thursday, May 17th

EXAM EXEMPTIONS ANNOUNCED

Friday, May 18th

REVIEW DAY (Inform students with low averages about exam review request.)

Monday, May 21st

REVIEW DAY
Elective Exams (During class period)

Tuesday, May 22nd

8:00-9:30 7th Period

10:00-11:30 6th Period

Wednesday, May 23rd

8:00-9:30 5th Period

10:00-11:30 4th Period

Thursday, May 24th Teacher

8:00-9:30 3rd Period

10:00-11:30 2nd Period (Teachers should receive emails for exam review request by 3:00 PM)

Friday, May 25th

8:00-9:30 1st Period

10:00-11:30 Make-up Exams

* Teachers will go over exams with students by appointment only. If a student does not attend and the exam has been incorrectly graded, his/her grade will not be changed. Corrections are made only for students who attend the appointment during which the exam is discussed.

Tuesday, May 29th	Teacher Workday
Wednesday, May 30th	Teacher Workday
Thursday, May 31st	Report Cards Available Online (An email notification will be sent to parents when report card are posted.) Teacher Workday