

Return to the Front Office by 11:30am on Thursday, May 31st

Senior Exam Exemption Appeal Form

Seniors will be notified by teachers on Tuesday, May 29th if they qualify for an exam exemption. If you disagree with the teacher, you may appeal his/her decision by completing this form to the Front Office **no later than 11:30am on Thursday, May 31st**.

1. Print and attach a copy of your grades (Q3 and Q4) and attendance from POWERSCHOOL to the back of this form.
2. Fill out one form for each exam for which you are requesting an appeal.
3. Notification of appeal decision will be available beginning at 2:18pm on Friday June 1, 2018 in the front office.
4. **All deadlines are firm, and all directions must be followed to be considered for an exemption.**

Student Name: _____ Student ID Number: _____

Teacher: _____ Course: _____ Numerical Average: Q3 ____ Q4 ____

Reason for Appeal: _____

GHHS SENIOR EXAM EXEMPTIONS

In accordance with the high school attendance plan, seniors will be exempt from non-state exams under the following parameters:

- "A" average with 3 or fewer excused absences for the term
- "B" average with 2 or fewer excused absences for the term
- "C" average with 1 or fewer excused absences for the term

Seniors may NOT be exempt from a State End-of-Course Test, NCFE, CTE Post Assessment or WorkKeys Exam.

Guidelines for Absences: Teachers are responsible for determining senior exemptions in each class based on the below criteria.

- Seniors with any unexcused absences will not be exempted from an exam.
- Not counted in the total for exemption absences:
 - School-sponsored field trips/activities
 - "Excused Absences for Educational Reasons"
- Tardies impact on exemption absences:
 - Seniors will receive 1 absence for every 4 tardies
 - Seniors with no tardies in a semester can earn back one absence for purposes of exam exemptions
- If a student was assigned ALC/ISS by an administrator, he/she will be marked excused for purpose of exam exemption determination.

Office Use Only

_____ Appeal Approved

_____ Appeal NOT Approved