**Semester Exam Exemption Policy Abilene ISD 2017-2018**



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| Number of Allowed Exemptions | **Eligibility Requirements** |
| **Freshman**  2 courses    **Sophomore**  3 courses    **Junior**  4 courses    **Senior**  5 courses in the Fall  All in the Spring | 1. No more than the following number of state reported absences (excused or unexcused) during the semester:  * 90+ Average in the class = 2 absences * 80+ Average in the class = 1 absence * 75+ Average in the class = 0 absences  1. No ISS/OSS for current semester. 2. No DAEP for any semester (excluding carryover). |
| The purpose of semester exam exemptions is to encourage students to earn higher grades in their classes and demonstrate excellent attendance. Please be sure you read the information below and the “frequently asked questions” document. | |

* Semester exam exemptions are earned ​class by class.
* Students who are exempt are required to report to the course on the day the exam is administered or they could lose their exemptions!
* 1st six weeks, 2nd six weeks and 3rd six weeks grades are averaged to determine the semester “grade” for an exempt student.

**Semester Exam Exemption**

**Frequently Asked Questions**

**Q:** Can I take the exam even if I am exempt in order to earn a higher grade?

**A:** A student can choose the exam or the exemption, if they qualify for the exemption. *However, once a student chooses to take the exam, the grade they earn on the exam will be the grade that is recorded for the semester exam*. Students are encouraged to choose wisely.

**Q:** What absences count or don’t count for exemptions?

**A:** *Only state reported absences count against exemptions.*

**Q:** If I am exempt from an exam, do I still need to attend for the exam day?

**A:** *Yes. Even exempt students need to report to class.*

**Q:** Are absences counted by day or class period for exemptions?

**A:** *For exemption purposes, absences are counted period by period. It is possible to be exempt from some semester exams and not others based on attendance and/or grades.*

**Q:** What if I have an absence that I believe is not correct on my child’s attendance report?

**A:** *Parents should monitor the attendance using the parent portal. If believe there to be an error in the reporting, the student should address the concern with the campus attendance clerk as soon as possible.*

**Q:** How long after an absence do I have to submit a doctor’s note for the absence?

**A:** *When your student is absent, parents have up to three days to submit a doctor’s note. It is critical to have the student return with a note, the day they return. After three days, the absences cannot be changed and ​will​ count against the exemptions.*

**Q:** What if I check my student out in person, does that count against his/her exemptions?

**A:** *Attendance is coded based upon the reason of the absence and the timeframe in which a doctors’ note is turned in.*

**Q:** Will the half days scheduled count against my student if he/she is absent?

**A:** *Yes, all school days, even half days, count toward exemptions.*

**Q:** What if I am assigned I.S.S. or other serious disciplinary consequences, will I lose my exemptions?

**A:** *Yes, students who are assigned ISS, Out­of­school suspension or placed in a Disciplinary Alternative Education Placement (DAEP) school will lose their exemptions for that semester.*

**Q:** Do college visit days count against exemptions?

**A:** *Board policy allows current juniors and seniors to miss up to two days per year for college visit purposes. These visits do not count against exemptions provided they do not exceed two.*

**Q:** What if there are extenuating circumstances that I feel should be considered before denying an exemption?

**A:** *If you feel that there are extenuating circumstances that should be considered before the denial of semester exam exemptions you must submit an appeal to the campus principal in writing.*