



Churchill Fulshear High School

FINAL EXAM & EXEMPTIONS FAQ

SPRING 2023



1. **Maximum semester exam exemptions allowed:**

- Grade 9: Two classes per semester
- Grade 10: Three classes per semester
- Grade 11: Four classes per semester
- Grade 12: All classes per semester

2. **District Exemption Policy:**

- No more than 3 *unexcused* absences (indicated by **A** or **A-A** or **U** on attendance record) in the class period in which you are requesting the exemption.
- An 80-semester average or above (1st, 2nd, and 3rd six weeks' average).
- No more than 3 office referrals, with no more than 1 assignment to ISS. No assignments to ALC or out-of-school suspensions.
- No outstanding fees, fines, or residency holds.
- Any absences, reduction in course grade below 80, fine, or discipline referral **AFTER** the exemption declaration may negate final exam exemptions.

3. **Questions?**

Students who have a question or need assistance during the exemption process may go to their alpha-split administrator's office Ms. McCann, Alpha Split (A-Det); Ms. Bradford, Alpha Split (Dev-Kr); Ms. Callis, Alpha Split (Ku-Pon); Mr. Williams, Alpha Split (Pop-Z) or attendance office (Ms. Deanna Reinhardt or Christi McGaugh). If we are unable to immediately answer your question, we will resolve your question/concern as soon as possible.

4. **Where do I get an exemption form and where do I turn it in?**

- Exemption forms for students in grades 9-11 will be made available via Skyward Family Access (student log-in) on **Thursday, May 11, 2023**, through **Tuesday, May 16, 2023**. Students can log on and complete the form at home or at school on **May 11th, 12th, 13th, 14th, 15th and May 16th**. *Students need to have all fines cleared before accessing the exemption form.*
- Students' in grades 9-11 will have final exam exemptions reflected in Skyward Family Access gradebook with an "E" in the "EX1" column by **Friday, May 19, 2023**.
- Exemption forms for **seniors** will be made available via Skyward Family Access (student log-in) on **Monday, May 1, 2023, through Thursday, May 4, 2023**.
- **Seniors** approved final exam exemptions will be reflected in Skyward Family Access gradebook with an "E" in the "EX1" column by **Thursday, May 8, 2023**.
- **Senior final make-up day will be May 15, 2023.**
- **Senior finals will be given in the library.**
- **Seniors who need to take a make-up final must see the Associate Principal in the front office.**

5. **Where do I go if I exempt a final, but need to remain on campus?**

Anyone exempting a final that needs to remain on campus will report to the cafeteria to study for other final exams during that time.

6. **How do I know if I am exempted?**

Students should confirm their final exam exemptions via Skyward Family Access gradebook and **final exam exemption rosters will be posted throughout the school.**

7. **Holds/Fines/Fees/Textbooks & Equipment:**

Students who have residency issues, fines, fees, textbook, and/or equipment holds may begin clearing their hold at any time; however, **Monday, April 24, 2023 – Wednesday, May 9, 2023**, will be dedicated to this matter.

8. **Can I exempt English, Math, Science or Social Studies both semesters?**

Students may exempt a core final exam during Fall 2022 and Spring 2023, as long as district exemption requirements are met (see above – District Exemption Policy).

9. Can I exempt my elective or extra-curricular class (athletics, CTE, fine arts)?

Yes, students may exempt elective classes. If the exemption requirements have been met, the coach/director/teacher approves the exemption, which counts toward the student exemption limit.

10. Which types of absences do NOT count toward my 3-absence limit?

Please refer to the attendance chart below; all attendance codes with a “Y” or “E” type code do **NOT** count against your exemptions.

“E” Type Attendance Codes	
E-DE	Doctor’s Excuse
E-EC	Extenuating Circumstances
E-PN	Parent Note

“Y” Type Attendance Codes			
Y-CI	Chronic Illness	Y-HB	Homebound
Y-CR	Court Appearance <small>(required)</small>	Y-HD	Holy Day
Y-CV	College Visit <small>(11th and 12th grade only)</small>	Y-MD	Medical Doctor <small>(must attend partial day)</small>
Y-CZ	Citizenship/Oath Ceremony	Y-ML	Military Visit
Y-DC	Dual Credit	Y-OC	Off-Campus Program
Y-DL	Driver License <small>(15 years old only)</small>	Y-PM	Pursuing Military Enlistment
Y-EL	Election Clerk <small>(16+ years old only)</small>	Y-SC	Support Classroom
Y-FP	Family Protective Services	Y-UL	UIL Event
Y-FT	Field Trip		

11. Final Exam Make-up Dates & Information for students in grades 9-11:

Final exam make-up dates begin on **Tuesday, May 30, 2023, through Thursday, June 1, 2023**. Students need to make arrangements for make-ups with the Associate Principal in the front office.

12. If I am in grades 9-11, may I take a final exam prior to the administration of the 7th period exam on Monday, May 22, 2023?

No! Students in grades 9-11 must take all final exams during the final exam testing window of **May 22 – May 25, 2023**. Exams must be completed during the student’s assigned class testing period. If students are absent during a final exam class period, the final exam make-up window is on **Tuesday, May 30, 2023, through Thursday, June 1, 2023**.

13. Additional Semester Exam Options for CFHS (these are in addition to the regular District Exemption Policy above)

- **ONLY AP courses that are semester courses may utilize mock exams as an exemption in fall [if available, see campus info/details] *Yearlong AP, or spring semester AP Courses will have a mock exam exemption in the spring ONLY.**
- **College Board Advanced Placement Final Exam Options**
 - **If a student does not take a mock exam, a semester average of 80% or above, must be earned in the AP course.**
 - **If a student does take the mock exam, a semester average of 70% or above, must be earned in the AP course.**