



Parental Approval for 12th grade High School Spring Exam Exemptions

April 25, 2024

Dear Parents and/or Guardians:

RCPS High School students have the opportunity to earn the ability to exempt a semester exam in one or more of their classes. Please review the important information below with your student ahead of Second Semester 12th grade final exams scheduled for May 10th- 15th. Eligible students will need to complete and return this form to the front office at Salem High School or email it to shsoffice@rockdale.k12.ga.us between April 29th and May 3rd at 3:15pm.

Students may not exempt End of Course Test (EOC) under any circumstances. However, Rockdale County Public Schools does allow students to exempt non-EOC exams only if all the conditions listed below have been met for an individual course:

- Student must be in grades 9-12
- Seniors must have an 85 or above semester course grade in Infinite Campus by Friday, May 3rd.
- Student may exempt non-EOC exams in courses that do not have an EOC for both the first and second semester
- Student may exempt a first semester non-EOC exam in a course that only has a second semester EOC

In addition to the criteria above, students may have no more than:

- Five unexcused tardies per course per semester
- Three unexcused absences per semester (counted by school attendance day, not by course)
- Three or fewer major referrals per semester for all classes combined

Please note that exam exemption is a privilege and not a right. Rockdale County Public Schools and its individual schools and teachers, at their sole discretion, reserve the right not to allow exam exemptions. **A student must work to earn eligibility to exempt each individual exam.** Therefore, it is possible that a student may have to take some exams even if he/she is exempt from others.

PARENT SECTION:

I understand that my student must use the official check-in and check-out process when arriving or leaving campus. I understand that absences due to exemptions will be unexcused per State Code JB 160-5-1-10. RCPS will not count absences due to exam exemptions against a student earning perfect attendance recognition within the district.

I authorize my child to be off campus during the exam review and exam periods marked in the exam exemption table and I give my child permission to complete the official checkout process and check-in process, if necessary. When my child is off campus, I acknowledge and agree that the school is not responsible for supervising my child during the time he/she is off campus. I also agree to indemnify the Rockdale County Board of Education (“Board”), Rockdale County Public Schools (“District”), and its board members, employees, and agents from third-party suits originating from my child being authorized to be off campus during the above listed exam period(s). I further agree to hold the Board and District harmless if my child suffers an injury or loss during the time my child is authorized to be off campus. I acknowledge that I am responsible for providing transportation if my child intends to leave campus during the exam exemption period.

Parent Name (please print): _____ Contact #: _____
Parent Signature _____ Date _____

EXAM EXEMPTION TABLE: Students and their parent/guardians must complete the table below and sign both acknowledgement sections for students to be able to exempt exams.

Exam Logistics		Student Section to complete			Parent/Guardian Section to review & initial
Class period	Exam Day & Time	Course Name	Teacher Name	Eligible to exempt? (Circle 1)	If eligible, initial next to your choice of option for each exam
B3	Friday, May 10 11:17am- 1:29pm			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
B4	Friday, May 10 1:35pm-3:05pm			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
A3	Monday, May 13 11:17am- 1:29pm			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
A4	Monday, May 13 1:35pm-3:05pm			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
B1	Tuesday, May 14 8:05am-9:35am			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
B2	Tuesday, May 14 9:41am-11:11am			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
A1	Wednesday, May 15 8:05am-9:35am			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam
A2	Wednesday, May 15 9:41am-11:11am			Yes / No	<input type="checkbox"/> Off Campus both days <input type="checkbox"/> On Campus both Days <input type="checkbox"/> On Campus review day only <input type="checkbox"/> Take Exam

STUDENT SECTION:

I acknowledge that I am able to exempt the exams noted in the exam exemption table above. If I am on campus, I will use the official check-in and check-out process in the Front Office when arriving or leaving campus. I acknowledge that I will only return to campus if the school authorizes me to return to campus. If I return to campus without prior approval, then I acknowledge that I will be trespassing and will be subject to disciplinary action and/or criminal prosecution. I acknowledge that I am responsible for securing my own transportation if needed due to exempting an exam. I understand absences due to exemptions will be unexcused per State Code JB 160-5-1-10. RCPS will not count absences due to exam exemptions against a student earning perfect attendance recognition within the district.

Student Name (please print): _____

Student Signature _____ Date _____

Senior Exam Schedule - Spring 2024

Friday, May 10

8:05 AM – 9:35 AM	B1 Exam Review for Seniors
9:41 AM – 11:11 AM	B2 Exam Review for Seniors
11:17 AM – 1:29 PM	B3 Exam for Seniors
1:35 PM – 3:05 PM	B4 Exam for Seniors

Monday, May 13

8:05 AM – 9:35 AM	A1 Exam Review for Seniors
9:41 AM – 11:11 AM	A2 Exam Review for Seniors
11:17 AM – 1:29 PM	A3 Exam for Seniors & Lunch
1:35 PM – 3:05 PM	A4 Exam for Seniors

Tuesday, May 14

8:05 AM – 9:35 AM	B1 Exam for Seniors
9:41 AM – 11:11 AM	B2 Exam for Seniors
11:17 AM – 1:29 PM	B3 Prepare for tomorrow’s exams within regularly scheduled class period & lunch
1:35 PM – 3:05 PM	B4 Prepare for tomorrow’s exams within regularly scheduled class period & lunch

Wednesday, May 15

8:05 AM – 9:35 AM	A1 Exam for seniors
9:41 AM – 11:11 AM	A2 Exam for seniors
11:17 AM – 1:29 PM	A3 Attend class with independent reading option if needing bus transportation home & lunch
1:35 PM – 3:05 PM	A4 Attend class with independent reading option if needing bus transportation home & lunch