

Nova High School Midterm Exam Exemption Procedures 2024

Students who fail to comply with these procedures will be required to take all midterm exams. Deadlines are FIXED and **no late forms will be accepted FOR ANY REASON.**

To qualify for an exam exemption, students must have earned a grade of **“B” or higher in each quarter.** There are **no exams for Study Hall classes** therefore exam exemptions are not applicable.

AP, AICE, and Dual Enrollment courses CANNOT be exempted.

It is the student’s responsibility to verify with each teacher that you are still approved to exempt his/her exam and that your grade for the current quarter has not fallen below a “B”. **Reminder, if your grade falls below a “B”, you must take the exam.**

EXAM EXEMPTION PROCEDURES:

1. Student and parent complete the EXAM EXEMPTION FORMS
2. **Student and parent select up to 3 qualifying courses (do not include Study Hall)** for the EXAM EXEMPTION and select the correct 1st and 2nd Marking Period Grade. Students must have earned a grade of “B” or higher in each quarter to qualify for an exam exemption. See Exam Exemption Flow Chart below to determine exam exemption and final semester grades.

Please note: These are the only combinations that will qualify a student to exempt an exam.



First Marking Period	Second Marking Period	Exam Grade (with exemption applied)	Semester Grade (with exemption applied)
A	A	A	A
A	B+	B+	B+
A	B	B+	B+
B+	A	B+	B+
B+	B+	B+	B+
B+	B	B	B
B	A	B+	B+
B	B+	B	B
B	B	B	B

Parents: Please look at the *Final Semester Grade* to determine if exempting the exam is the best option for your student.



3. Student and parent sign the EXAM EXEMPTION FORMS
4. Teachers will use the Exam Exemption Flow Chart above to verify the information submitted and enter a corresponding EXAM EXEMPTION GRADE in FOCUS.

The EXAM EXEMPTION FORMS will open on Monday, December 2, 2024, and close at 11:59 pm on Monday, December 9, 2024. NO FORMS WILL BE ACCEPTED AFTER THE DEADLINE.

Access the EXAM EXEMPTION FORMS by clicking the link below:

<https://forms.office.com/r/n6W6CRTguD>