



EXAM PERMISSION FORM

*One per Semester
Return to your English teacher*

DIRECTIONS FOR STUDENTS & PARENTS

STEP 1 - Fill out ⇨ **STEP 2 - Take a pic** ⇨ **STEP 3 - Turn in**

GENERAL INFORMATION

Name of student:	Grade level: <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
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During midterm and final exams, students may opt to study at home during the times they are not scheduled to take an exam. In order to be excused in this case, students must complete this form and return it to your student's English teacher. Students cannot request permission to be excused when they are scheduled to take exams, and **they must remain for the entire scheduled exam period**. Students who miss an exam without an excuse may not receive credit for the exam. By signing this form, you are:

1. authorizing your student to be excused during the time(s) you have left unchecked
2. aware that students have the ability to remain in Room 231 should they not have a scheduled exam
3. accepting responsibility and liability for your student to arrive on time for a scheduled exam or leave the building early
4. agreeing to make your own transportation arrangements

Buses will run at the normal times in the morning and afternoon. Lunch will be available each exam day. Career students may need to adjust their schedules and/or make special arrangements to accommodate high school exams as well as their career program.

FYI - SCHOOL CLOSING

Should the school be closed due to inclement weather and/or other emergencies, students will follow the schedule for the canceled day upon return to school (for example, no school on Wednesday, the exams for Wednesday will be held on the first-day school reopens).

SCHEDULE - Please indicate with an "X" the period(s) your student will be in the building for exams.

DAY 1 - Friday, December 14	DAY 2 - Monday, December 17	DAY 3 - Tuesday, December 18
<input type="checkbox"/> Period 1 7:30 – 9:00 <input type="checkbox"/> Period 4 9:15 – 10:45 <input type="checkbox"/> Period 10 11:00 – 12:30 <u>Lunch</u> <input type="checkbox"/> 12:30 – 1:00 <u>Makeup Exam Time</u> (schedule with your teacher in advance) <input type="checkbox"/> 1:00 – 2:30	<input type="checkbox"/> Period 2 7:30 – 9:00 <input type="checkbox"/> Period 5/6 or 6/7 9:15 – 10:45 <input type="checkbox"/> Period 11 11:00 – 12:30 <u>Lunch</u> <input type="checkbox"/> 12:30 – 1:00 <u>Makeup Exam Time</u> (schedule with your teacher in advance) <input type="checkbox"/> 1:00 – 2:30	<input type="checkbox"/> Period 3 7:30 – 9:00 <input type="checkbox"/> Period 7/8 or 8/9 9:15 – 10:45 <u>Lunch</u> <input type="checkbox"/> 10:45 – 11:15 <u>Makeup Exam Time</u> (schedule with your teacher in advance) <input type="checkbox"/> 11:15 – 2:30

AGREEMENT AND SIGNATURES

Signature of parent/guardian:	Printed name of parent/guardian:	Date of signature:
Signature of student:	Printed name of student:	Date of signature: