

AP UNDERCLASSMEN STUDENT FINAL EXAM EXEMPTION POLICY

Spring 2018



Underclassmen enrolled in one or more Advanced Placement (AP) courses are given the option for an exemption from the campus final exam in AP courses. The exemption policy is designed to provide AP students a reward for near-perfect attendance, maintaining a “B” average, good behavior, and completion of the AP Exam. However, students must earn exemptions. AP students do not have an inherent right to be exempt from final exams.

Criteria for AP final exam exemptions are listed below. However, students may elect to take their finals to improve a course grade even if the exemption criteria are met. Exemptions will be determined for each AP class separately. A student may obtain an exemption by meeting these requirements:

- ❖ Student must take the AP exam administered by College Board.
- ❖ Class average must be an 80 or above when averaging the third and fourth nine weeks’ grades.
- ❖ A maximum of four absences are allowed per class. Each tardy counts as $\frac{1}{3}$ of an absence. Any combination of absences and tardies that exceeds 4 absences disqualifies the exemption. Examples:
 - four absences (4) and one tardy ($\frac{1}{3}$) = $4\frac{1}{3}$ total absences (NOT exempt)
 - three absences (3) and three tardies (1) = 4 total absences (exempt)
 - two absences (2) and five tardies ($1\frac{2}{3}$) = $3\frac{2}{3}$ total absences (exempt)
 - three absences (3) and four tardies ($1\frac{1}{3}$) = $4\frac{1}{3}$ total absences (NOT exempt)
- ❖ If a student is fifteen minutes late to a class, the student is marked absent.
- ❖ Excused absences do count against the exemption, regardless of the reason. There are no exceptions to this rule. Though illnesses, deaths in the family, emergency situations, etc. are counted as excused absences for attendance purposes, these absences do count against AP exemptions. The only absences that may not count against AP exemptions are:
 - absences due to school-approved activities
 - religious holidays
 - official college visitation days IF the college day was not used in the fall semester and IF proper procedures are followed as outlined in the student handbook.
- ❖ Any conduct grade of “U” will eliminate the exemption for that class, while any truancy or any disciplinary action that results in suspension (including in-school suspension or DAEP) will automatically disqualify a student from all exemptions.
- ❖ A student will be disqualified from exemptions if ALL detentions are not served by Saturday, May 19, 2018.
- ❖ All fines and fees (including textbooks) must be cleared before Thursday, May 24, 2018.