

Final Exam Exemptions Timeline

Requirements to exempt:

- Must be a full year class and a final must have been taken in the fall
- Spring Semester: student must make a 90 or greater and no more than 3 tardy referrals OR 80 or greater and no more than 2 tardy referrals.
- Students must not have served ISS, OSS, DAEP, or JJAEP this school year
- All fines and fees must be clear (Library books, textbooks, Chromebooks, Hot Spots, misc.)
- All fines and fees can be paid using <https://conroeisd.schoolcashonline.com/>

May 12, 2021 **2nd period teachers should reiterate that fees must be covered before submitting to AP office**

- After 2nd period, May 12, students may begin picking up exemption forms from the AP office. They should do so on their own time during passing periods.
- No tardy passes will be distributed.

May 18, 2021 **Forms due to the AP office by 3:00pm**

May 20, 2021 **Finalized list of approved exemptions will be sent to teachers**

FINAL EXAM EXEMPTION APPLICATION FORM DETAILS

1. Students who meet exemption policy may pick up exemption forms beginning **May 12** in the AP office after 2nd period.
2. Parents and student must sign the exemption form – SECTION 1
3. Students bring signed forms to teachers. **Please do not fill in SECTION 2 without a parent signature.**
4. Spring Semester: student must make a 90 or greater and no more than 3 tardy referrals OR 80 or greater and no more than 2 tardy referrals.
5. Students turn in completed forms with teacher signatures to the AP's office no later than **May 18, 2021.**
6. SECTION 3 will be confirmed
7. Completed list of approved exemptions will be sent to teacher by **May 20, 2021.**

****Only students on the list may exempt****