

HOLLINS HIGH SCHOOL

2020-2021

Second Semester Exam Procedures

Hollins High Royals may exempt up to three exams per semester with the exception of seniors. Second semester seniors may exempt up to eight exams if they meet all other eligibility requirements.

- 1) Royals may not exempt AP/AICE courses or courses with an EOC (Algebra 1, Biology, Geometry, US History).
- 2) Royals must have an A/B for report period 3, and a provisional 4th quarter grade of an A/B to be eligible to exempt.
- 3) Students must have been enrolled in, and attending a Pinellas County school on January 19, 2021 to qualify for 2nd semester exam exemption.
- 4) **All make-up work must be turned in, graded, and posted in Focus before Exam Exemption forms are due.**
- 5) Exam Exemption forms will be available for pick-up in the Guidance office starting Monday, May 3rd for seniors and are due to Mrs. Rivera in guidance by **Friday, May 7th**. Exemption forms for grades 9-11 will be available on Monday, May 14th and are due to Mrs. Rivera on **Friday, May 21st by 2 p.m.**

MyPCS Exam Exemption Procedures

MyPCS students grades 9-11 must send an email to their counselor with the following requirements by **Friday, May 21st by 2 p.m.** All MyPCS seniors must submit their exam exemption request by **Friday, May 7th**.

- A. **Subject Line: Exam Exemption**
- B. **Body of email should include ALL the information shared below:**

Student Name:

Grade:

R2D2 Email:

Exams to be exempted	Teacher Name	1st Quarter Grade	Current 2nd Quarter Grade
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.

- C. **Provide parent email address and phone number for verification purposes**
- D. **Thank you,**

(Student Name Here)

Upon receipt of email, counselors will confirm eligibility with teachers and provide a copy of the email to Mrs. Rivera for student to be included on approved exam exemption report.

Early Exam Procedures

- Early exams may NOT be given prior to Tuesday, May 25th 2021.
- Early exams should be scheduled between the teacher and the student, and may not be taken during regularly scheduled classtime.
- Early exam applications will be available in the guidance office starting Monday, May 3rd and are due to Mrs. Rivera by **Friday, May 14th**.
- The cost for early exams is \$7.50 per exam.

***Please note – AICE and AP exams take precedence over teacher provided exams. Teachers must work with students to reschedule a teacher exam, so that it does not interfere with an AICE/AP exam.**

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Second Semester Grades 9-11 Exam Schedule

Schedule for grades 9-11	Friday, 6/4	Monday, 6/7	Tuesday, 6/8
7:10-8:35	Period 1 review	Period 2 review	Period 1 exam
8:45-10:10	Period 3 review	Period 4 review	Period 3 exam
10:20 - 11:45	Period 5 exam	Period 6 exam	Period 5 makeups
11:55 – 1:20	Period 7 exam	Period 8 exam	Period 7 makeups
1:20 – 1:55	Lunch	Lunch	Lunch

Schedule for grades 9-11	Wednesday, 6/9
7:10 – 8:35	Period 2 exams
8:45 – 10:10	Period 4 exams
10:20 - 10:50	Period 6 makeups
10:50 – 11:20	Period 8 makeups
11:20 – 11:55	Lunch
Early Dismissal	Early Dismissal

Second Semester Senior Exam Schedule

	Thursday, 5/20	Friday, 5/21	Monday, 5/24	Tuesday, 5/25	Wednesday, 5/26	Thursday, 5/27	Friday, 5/28	Monday, 6/1	Tuesday, 6/2
7:10-8:35	Period 1	Period 2	Period 1 exam	Period 2 exam	Period 1 makeups	Period 2 makeups	Senior Activities Planned	Period 2	Period 1
8:45-10:10	Period 3	Period 4	Period 3 exam	Period 4 exam	Period 3 makeups	Period 4 makeups	Senior Activities Planned	Period 4	Period 3
10:20-11:45	Period 5 exam	Period 6 exam	Senior Activities Planned	Period 6 makeups	Period 5 Makeups				
11:55-1:20	Period 7 exam	Period 8 exam	Senior Activities Planned	Period 8 makeups	Period 6 makeups				