



SPRAYBERRY HIGH SCHOOL

Cobb County School District

*"Creating a Culture of Excellence in Academics, Athletics,
the Arts, and the Community"*

Joseph D. Sharp
Principal

May 1, 2018

Dear Parents,

As we approach the closing of the semester and begin preparation for final examinations, please allow us to provide you with information concerning our school operations at this important time of the year.

1. Students will be taking comprehensive final examinations covering the curriculum of their current courses. These examinations will be given according to the following schedule:

	Tuesday May 22, 2018	Wednesday May 23, 2018
8:20 am - 9:52 am	1 st Period Exam	3 rd Period Exam
9:58 am - 11:30 am	2 nd Period Exam	4 th Period Exam
<i>BUSES LEAVE CAMPUS AT 11:30 AM</i>		
Sack lunches will be available for students at dismissal All students must leave campus promptly at 11:30 am		

2. No student will be given a final examination early
3. If it is necessary for students to miss a final examination because of illness, hospitalization, or family emergency, the parent must notify the school in advance. Parents should send an email to Ms. Griffin detailing the days and reason for absence. Exams will not be made up without this notice and administrative approval. With administrative approval, the time and date for final makeup must be scheduled with the teacher of record.
4. Students will be eligible to exempt a total of one (1) exam this semester as long as they have met the following minimum criteria:
 - i. Must have an "A" in the class they wish to exempt
 - ii. Must NOT have had any ISS or OSS
 - iii. Must NOT have had more than 5 total absences

If students wish to exempt a final exam, they must apply through the Sprayberry HS website. The final exam exemption form can be found under "Quick Links" on the SHS homepage. There are separate forms for non-AP students and AP students. Please use the correct form when applying for exemption. Students are not eligible to exempt band, orchestra, chorus, or drama courses.

5. AP Students will be able to exempt every AP Final exam with payment and registration for the AP Exam. This deadline is for Fall exemptions only. AP Students must follow rule 4 for submitting exemption requests for all non-AP classes. AP Students should also submit exam exemption requests for AP classes.

Sincerely,

Sara Griffin
Assistant Principal
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