

Things to Know About: Middle School End of Semester Exams

At Harding, each semester ends with three partial days for exams. Because middle school is such a time of transition, and because we aim to aid in your student's preparation and development for the future, the scope of content is different for each grade level. The scope of content tested gradually grows with each year, from chapter/unit tests in 6th grade, to quarter exams where the exam covers everything from the second quarter in 7th grade, to semester exams, where a student is responsible for all content from the first semester in 8th grade. Because of the differing scopes of the tests, the time permitted for each test gradually increases as well. So, given this process, what are the major things you should know?

1. Each exam slot, regardless of grade level is 90 minutes, although 6th and 7th grade may have study time built into those 90 minutes. Students may not arrive late to an exam slot or leave early.
2. Eighth grade students **MAY** be exempt from their exams if the teacher allows it. The student must at least have an average above 90% for the semester, must have no unexcused absences, and less than three unexcused tardies for that class. A student who has been suspended for any reason, has committed a level two infraction, or who has been in violation of the Honor Code may not be exempted from any examinations.
3. Students who do not have an exam (during their elective class) may leave school early or go to a supervised study hall. Normal check-out procedures apply. Students who arrive for only the second or third testing period must enter through the front doors and proceed to the Stepherson to wait until the next exam period begins.
4. If a student misses an examination because of an excused absence, there are several opportunities to make up the examination:
 - If your student has a regular examination slot that is empty, the missed exam may be able to be taken then. The student will need to coordinate with the teachers involved.
 - The student may take the missed examination in the afternoons 1:30–3:00 on Wednesday or Thursday, or 11:30–1:00 on Friday (of the examination days—December 18, 19, 20). Please communicate with Mrs. Webb if a student will be taking an afternoon exam.
 - If the exam needs to be taken after the exam period, you may email Mr. Cunningham no later than 10:00 on Friday morning, December 20, to make an appointment to take the make-up examination at another time.

Everyone who misses an examination because of an excused absence is expected to make it up at one of these times. Exceptions must be cleared by Mr. Cunningham.

5. There will be no Ride Waiting offered on exam days. Students who will be leaving after the first examination period will clear out of the building by 9:40. Students who will be leaving after the second examination period will clear out of the building by 11:50 on Wednesday and Thursday.

Schedule for Wednesday (12/18) and Thursday (12/19)

7:551st bell
8:00–9:301st examination period + announcements @ 9:30
9:30–9:40Break
9:40–11:102nd examination period + announcements @ 11:10
11:15–11:45.....Lunch
11:50–1:20.....3rd examination period + announcements @ 1:20
1:30Campus will be cleared of all students

Schedule for Friday (12/20)

7:551st bell
8:00–9:301st examination period + announcements @ 9:30
9:30–9:40Break
9:40–11:102nd examination period + announcements @ 11:10
11:20.....Campus will be cleared of all students

Which examinations are given when?

1. There are three days of examinations (Wednesday-Friday, December 18-20). There are three examination slots on Tuesday and Wednesday and two examination slots on Thursday (total of eight).
2. We follow this schedule:
 - Wednesday—B1, C1, and P1
 - Thursday— B2, C2, and P2
 - Friday—B3 and C3

Other expectations

1. We will follow the normal uniform dress code throughout the week. If a student does not follow the dress code, he/she will not be allowed to take the examination. The student will have to come back to school in the afternoon (properly dressed) to take the examination.
2. There will be no Afternoon School (including regular makeup testing) and no Ride Waiting on examination days. Students must be picked up by 1:30 on Tuesday and Wednesday and by 11:20 on Thursday.

Use this sheet to help organize when you are taking exams.

Examination Worksheet for:

(student's name)

Wednesday, December 18th

Class

1st Examination (8:00–9:30) _____

2nd Examination (9:40–11:10) _____

3rd Examination (11:50–1:20) _____

Thursday, December 19th

1st Examination (8:00–9:30) _____

2nd Examination (9:40–11:10) _____

3rd Examination (11:50–1:20) _____

Friday, December 20th

1st Examination (8:00–9:30) _____

2nd Examination (9:40–11:10) _____

Make sure you have scheduled all your exams.

Keep a copy of this document to be sure you have not double-booked an exam.