September 30, 2019

Dear Lenape Families,

Below are our testing guidelines.

Each full-year course will have mid-term and final examinations, which will appear on report cards. These examinations will have a weight of ten percent each for a total of twenty percent of the final grade for a course.

**Exemptions from Final Examinations for Full-Year Courses:** Students who have demonstrated outstanding achievement and work-ethic may become exempt from a final examination.

- **All Courses other than AP:** In order to be exempt, one needs to have earned at least a combined average of 90 for four marking periods and the mid-term examination.

- **AP Courses:** In order to be exempt from a Final Examination in an AP course, a student must take the AP examination and have earned at least a combined average of 85 for all four marking periods and the mid-term examination.

- **AP US History I:** These students do not take their AP test until their junior year, but may be exempt from their final with a combined average of 90 for all four marking periods and the mid-term examination.

**Re-Takes:** There are no re-takes of any mid-terms or final examinations in full-year courses.

**Attendance:** In June, students do not have to be on campus for any examination session in which they are exempt from a final examination.

Each semester course will have a final examination, which will appear on report cards. Final examinations for semester courses will have a weight of twenty percent of the final grade.

**Exemptions from Final Examinations for Semester Courses:** Students who have demonstrated outstanding achievement and work-ethic may become exempt from a final
examination for a semester course. In order to be exempt, one needs to have a combined average of 90 for both marking periods.

**Re-Takes:** There are no re-takes of any final examinations for semester courses.

**Attendance:** In January and June, students do not have to be on campus for any examination session in which they are exempt from a final examination for a semester course.

**Testing Re-Takes:** Any student who receives a failing grade between 30 and 69 on a test may request of their teacher to re-take that test. This request must be made within three days of the student receiving the graded, original test and will take place after school or at a time designated by the teacher. The maximum possible score for a test re-take is 70.

Re-takes shall NOT apply to mid-term or final examinations, any collaborative project, live-performance (such as a concert), or any test that will be the last grade of both full-year and semester courses.

Best wishes for a great year,

\[\text{Signature}\]