

# Oxford Area School District

## Oxford Area High School

David A. Woods, Ed.D.  
Superintendent

Brian Cooney  
Business Administrator

Margaret Billings-Jones, Ed.D.  
Assistant Superintendent

Daniel Babiak, Assistant Principal

James A. Canaday, Principal  
Stephanie Farmer, Assistant Principal

Andrew Wendle, Assistant Principal

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April 3, 2024

Senior Final Exam Procedures

Senior Exemption Procedures

Dear Parents and Seniors:

During final exam week, seniors who have a final average of an A (90%-100%) are exempt from finals and review sessions for these final exams. In addition, AP students who take the AP exam will not have to take final exams. AP students who do not take the AP exam will have to take a final exam unless they have an A average. Teachers should notify students by May 17, 2024, if they are exempt from taking a final exam. Students will be marked ACT (attendance code) in Powerschool for exempted classes. Senior finals run May 21 through May 24.

As a school faculty, we believe that our seniors are mature and responsible to adhere to the guidelines set forth. We are allowing seniors the privilege of arriving late to school, leaving the building and returning for scheduled finals, and to leave early when they are finished with final exams for a given day. It is important that daily school operations run smoothly and that we can account for all students within our building. We respectfully ask that *all seniors and seniors who are exempt* follow the guidelines listed below regarding exemptions from final exams:

- Students must enter and exit the main office.
- Students must sign in and out of the main office at all times.
- Students should exit the building immediately upon completion of final exams.
- Parents please do not call the office to get your child out of school because he or she is finished with an exam.
- Students who are absent during final exams must provide an absence note.
- Seniors may not take exams early. Exceptions will be made for medical procedures, college visits, or military obligations. All of which will require prior approval and documentation in advance.
- **All students must remain in the classroom throughout the duration of the final exam. Students who leave the classroom without permission or who do not return to the classroom will face disciplinary consequences.**

If you have any questions, please contact me.

Sincerely,

James A. Canaday, Principal