

# Tinora High School

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Alex Nafziger | Principal  
Tricia Rinkel | Guidance  
Nicholas Siewert | Guidance  
Lisa Schafer | Secretary

Dear Parents/Guardians of Freshmen, Sophomores, and Juniors,

The end of the year is upon us, which brings a number of events, including final exams. This year, all freshmen, sophomores, and juniors will take final exams on May 26, 30, and 31. Final exams will not be given early without prior approval. The final exam schedule can be found on the next page. With exam periods being longer than normal periods, the normal schedule has been adjusted so that each day includes 2-3 exams, a study period where students report to their activity period teachers, and lunch with additional study time.

With advanced parent/guardian permission, students may arrive late or leave early if they have a study hall or are exempt from an exam (communicated by each teacher) to start or end their day. If a student is excused from an exam, we will expect them to be in attendance by the start of their next scheduled exam period. Students may show up early for the study periods (activity period) and/or lunch, if desired.

Among other requirements, **"ALL student fines, fees and other outstanding bills must be paid BEFORE exams will be allowed to exempt that class's exam."** (pages 26-27 of the Student Handbook).

After your child completes the *THS Final Exam Excused Absence Form*, please sign it and have them turn it in by Wednesday, May 24. The form will be given to your child at school on Thursday, May 18, and is also found attached to this letter. Teacher signatures will be required for all course exam exemptions. **All students will be required to turn in their Chromebook after their last exam before leaving for summer break.**

All *THS Final Exam Excused Absence Forms* must be submitted to the high school office **no later than Wednesday, May 24.**

**Any student who leaves early or arrives late without permission, or is not exempt from an exam, may be given a zero on the exam missed with no opportunity to make up the exam. The absence will be marked unexcused.**

Sincerely,

Alex Nafziger  
Principal  
Tinora High School

## Final Exam Schedule (5/26-5/31)

5/26/2023	
<b>EXAM 1</b>	<b>8:09-9:49 (100)</b>
Activity Period	9:52-10:40 (48)
Lunch A	Lunch: 10:43-11:13 (30)   AP: 11:16-11:46 (30)
Lunch B	AP: 10:43-11:13 (30)   Lunch: 11:16-11:46 (30)
<b>EXAM 7</b>	<b>11:49-1:29 (100)</b>
<b>EXAM 9</b>	<b>1:32-3:12 (100)</b>

5/30/2023	
<b>EXAM 2</b>	<b>8:09-9:49 (100)</b>
Activity Period	9:52-10:40 (48)
Lunch A	Lunch: 10:43-11:13 (30)   AP: 11:16-11:46 (30)
Lunch B	AP: 10:43-11:13 (30)   Lunch: 11:16-11:46 (30)
<b>EXAM 6</b>	<b>11:49-1:29 (100)</b>
<b>EXAM 8</b>	<b>1:32-3:12 (100)</b>

5/31/2023	
<b>EXAM 3</b>	<b>8:09-9:49 (100)</b>
<b>EXAM 4</b>	<b>9:52-11:32 (100)</b>
Lunch	Lunch: 11:35-12:05 (30)
<b>Chromebook Submission &amp; Exam Make-Up*</b>	<b>12:08-2:12 (124)</b>
<p><i>*Students will be released at 11:32 a.m. with advanced parent permission (or after lunch if desired). Remaining students will report to the cafeteria, gym, or other location depending on numbers. Chromebooks must be turned in to be released early.</i></p>	

## **THS Final Exam Excused Absence Form**

Based on his/her final exam exemptions, my student, \_\_\_\_\_, has my permission to be excused  
(student's first & last name)

from school for the following periods identified below. My student will:

- ☐ Drive home
- ☐ Be picked up by a parent/guardian
- ☐ Ride home with a sibling

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **May 26, 2023**

Period 1 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

Period 9 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

### **May 30, 2023**

Period 2 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

Period 8 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

### **May 31, 2023:**

Period 3 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

Period 4 Exam:

- ☐ Study Hall
- ☐ Exempt from exam in \_\_\_\_\_  
(subject) (teacher's signature)

**Please select one of the following for the last day of school (May 31):**

- ☐ My student has permission to leave at 11:32 a.m. as long as his/her Chromebook is turned in and all exams are completed.
- ☐ My student will stay at school until the normal release time at 2:12 p.m.

Students will only be exempt from exam periods in the middle of the day if they are excused from an exam period before or after the one scheduled in the middle. Please explain those situations below and obtain teacher signatures.

☐ Exempt from \_\_\_\_\_, during period \_\_\_\_\_. \_\_\_\_\_  
(teacher signature)

☐ Exempt from \_\_\_\_\_, during period \_\_\_\_\_. \_\_\_\_\_  
(teacher signature)