



# Skyline High School

## PRE-ARRANGED FINAL EXAM REQUEST FORM

Student Name (Last, First): \_\_\_\_\_ Grade: \_\_\_\_\_

If you will be absent during final exams, this form is to be completed and turned into the office by **JUNE 3<sup>rd</sup>**. This form is only for early exams. A pre-arranged absence form is also required and should be turned into the attendance office.

### Date(s) of absence(s) during finals (check all that apply):

- Monday, June 24<sup>th</sup> (1<sup>st</sup> and 2<sup>nd</sup> period finals)
- Tuesday, June 25<sup>th</sup> (3<sup>rd</sup> and 4<sup>th</sup> period finals)
- Wednesday, June 26<sup>th</sup> (5<sup>th</sup> and 6<sup>th</sup> period finals)

### Semester 2 EARLY Final Exam Schedule:

DATE	AM Option	PM Option
Monday (6/17/19)	6:30 am – 7:55 am (85 min)	2:55 pm – 4:00 pm (65 min) (activity bus available)
Tuesday (6/18/19)	6:30 am – 7:55 am (85 min)	2:55 pm – 4:00 pm (65 min) (activity bus available)
Wednesday (6/19/19)	8:00 am – 9:30 am (90 min)	3:45 pm – 4:50 pm (65 min) (activity bus available)
Thursday (6/20/19)	6:30 am – 7:55 am (85 min)	2:55 pm – 4:00 pm (65 min) (activity bus available)
Friday (6/21/19)	6:30 am – 7:55 am (85 min)	

### Teacher agreed upon EARLY Final Exam Plan

Work with your teacher(s), filling in the chart below, to arrange for an EARLY final exam time (see chart above) for all dates that you will be absent. Only completed forms will be accepted. **Please note, you will need to bring identification and check-in at the front of the Lyceum Theater on your testing date(s).**

Period	Teacher Name/Class	Agreed Upon Test Date/AM or PM Option	Teacher Initials
1			
2			
3			
4			
5			
6			

**Parents please sign AFTER teacher(s) and student have completed the above EARLY Finals plan.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_