

# Procedures

For Final Exams

Springbank Community High School

# Exam Schedule

- ❖ Gr. 12 students should KNOW their exam schedules and have them inputted into their calendars
- ❖ Students taking final **diploma** exams in June with **Rocky View on-line** please confirm your registrations through your My Pass account.
- ❖ Ms. Lambie or Mr. Carag can help if needed.

# Important: Exam Accommodations

- ❖ Alberta Education is granting extra time for all gr. 12 diploma exams
- ❖ Exams are designed to be completed in 2.5 or 3 hours but students will be allowed up to double time.
- ❖ If students feel they will be writing beyond the 3 hour mark, they may bring in reasonable snacks that will not cause a disturbance to others. **Snacks must be in clear plastic bags or containers.**
- ❖ **Everyone is encouraged to bring a water.**

# Important: Exam Accommodations

- ❖ Any students that qualify for exam accommodations please let your subject teachers know:
  - ❖ A. The accommodations you wish to utilize for each exam (other than extra time).
  - ❖ B. If you are NOT accessing your accommodations – please let your subject teachers know.

Game Day

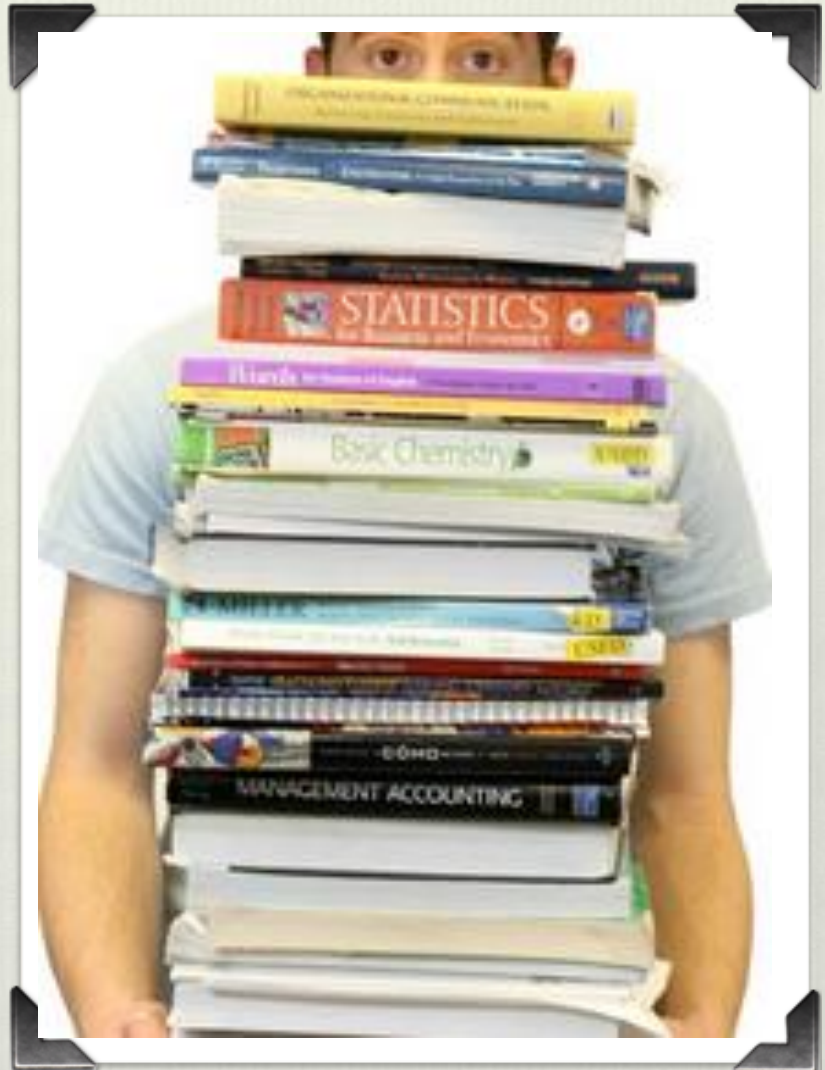


# Photo Identification is Required

- ❖ Students must present valid identification
  - ❖ SCHS student card
  - ❖ Driver's license
- ❖ If any student does not have valid i.d. – see Ms. Wood PRIOR to exam week.
- ❖ Advisory teachers – please check NOW for any students who do NOT have acceptable identification

# Return Texts Books

Students must return their textbooks to the Learning Commons prior to writing their exam. Ensure textbooks are signed into the library 30 minutes or more before the start of the exam.



# Be on Time!

Students will be called to the Learning Commons 15 minutes in advance of the examination start time. If a student is late for the examination, no additional time shall be allowed.

Students will not be admitted after **one hour** of the testing period has expired.

Students must remain in the examination area for a minimum of 60 minutes.





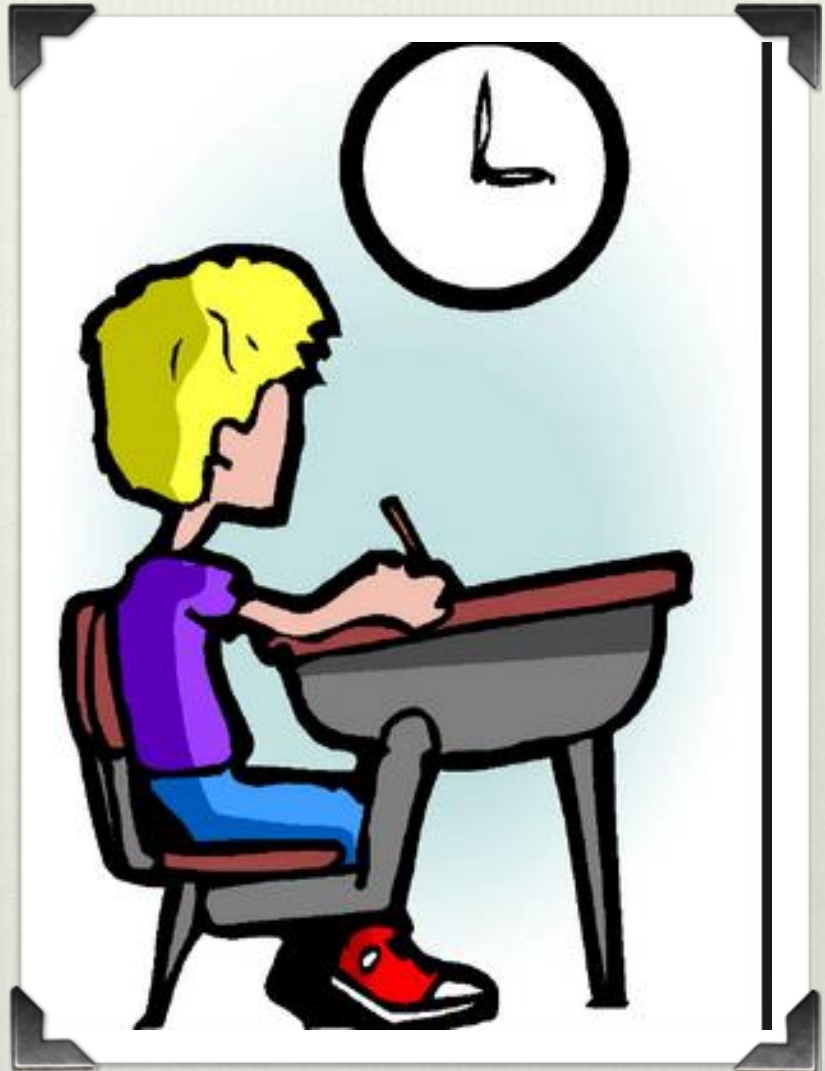
# Bring a Water!

Food, drinks (except water), backpacks books, coats, purses cell phones, iPods, hats, etc. are NOT allowed into the exam room.



# Seats are Assigned!

Students will sit in the seat assigned. Your seat number will consist of a seat and row. Please check the class lists posted in the foyer and outside the Learning Commons on the glass windows.

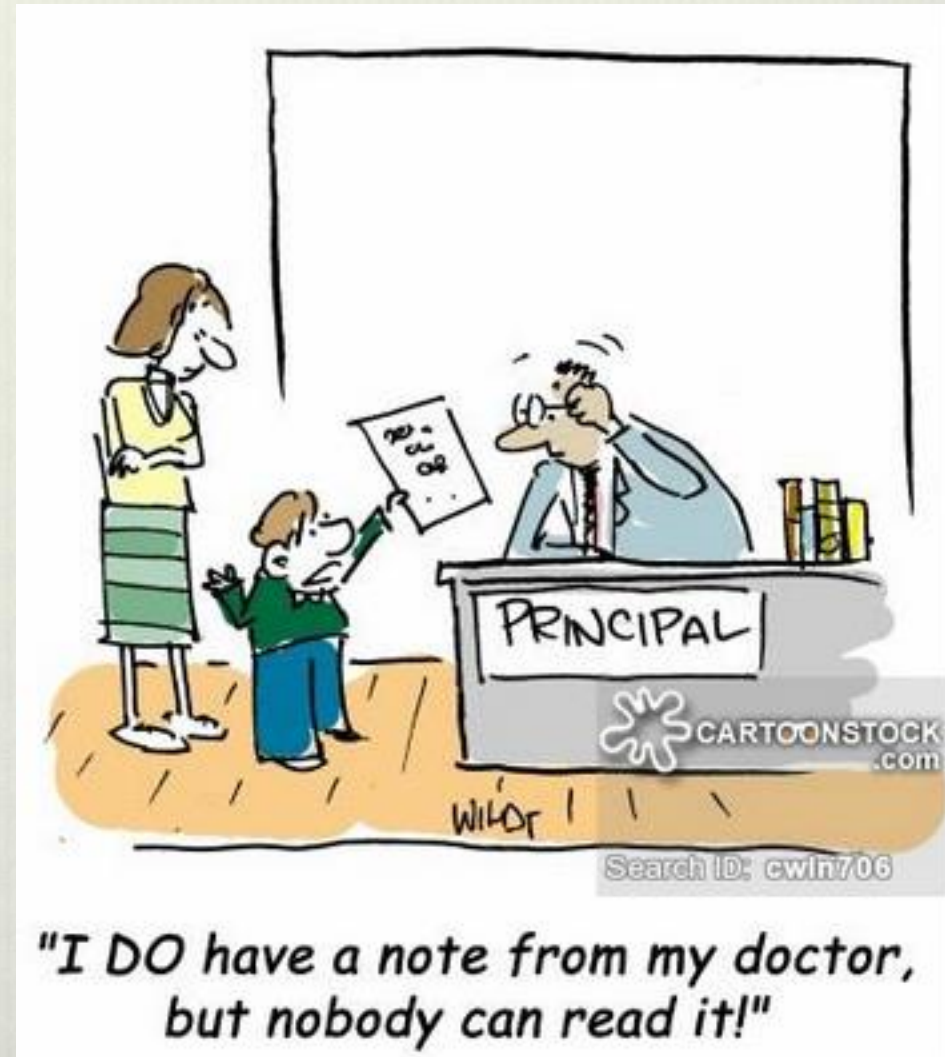


# Personal Belongings

- ❖ Personal belongings are best left in your locker or car.
- ❖ Backpacks will be stored at the back of the examination room.
- ❖ The only items permitted in your writing space are:
  - ❖ Writing utensils
  - ❖ Water
  - ❖ Snacks
  - ❖ Calculator if warranted
  - ❖ identification

# Do Not Miss Your Exam!

- ❖ Only students who are excused by administration will be allowed to defer examinations. These arrangements must be made **prior** to the start of exam week.
- ❖ Absences due to illness, **must** be accompanied by a medical note.





# Printing for Part A

- ❖ Students are to remain seated during the exam
- ❖ Please raise your hand if you want your work printed and a supervisor will take care of it

# Academic Dishonesty

- ❖ Students must keep their work covered and keep their eyes on their own papers at all times.
- ❖ No student shall copy from or exchange materials with another, nor shall a student leave an answer paper so exposed that other students may copy it.
- ❖ **The student shall not bring into the examination room, nor keep in the desk, any book, notes, or papers or anything from which assistance may be derived including electronic devices.**
- ❖ A student shall not talk, whisper or make signs to another.

# Be Prepared!

Students must be sure to come prepared with, pens, pencils, erasers, approved calculators, etc. as these items will not be supplied by the supervising teacher. Check with the subject teacher before exam week regarding what will be required.



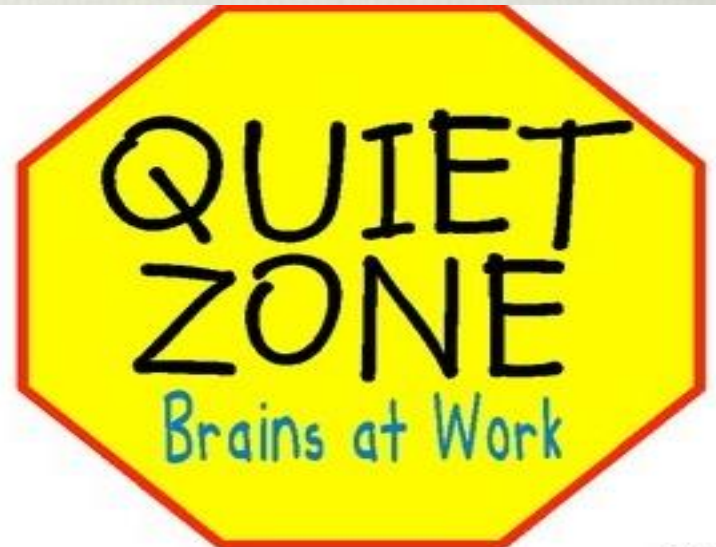
# During the Exam

- ❖ A student shall not ask the supervisor for any explanation or statement in reference to any question on the examination paper, nor shall any inquiry whatever be made with respect to the manner or order in which questions should be answered.
- ❖ If upon checking through the examination booklet, if there are pages missing, or illegible printing, the student should report it to the supervisor at once.



# Conclusion of Exam

- ❖ At the conclusion of writing an exam, **students are expected to put their hand up, get a supervisor to check their exam, proceed to the back of the Learning Commons, sign out on the class list provided, and quietly exit the area. Any exam materials, including drafts – may not leave the examination area.**



# Gr. 12 Diploma Prep

Students may wish to register for Diploma prep courses:

- ❖ Rock the Diploma Course
- ❖ Alberta Diploma Prep Course
- ❖ Abacus Diploma Prep Course

# Gr. 12 My Pass Accounts



## Grade 12's!

Please make sure your MyPass Account uses your personal email address and NOT your school email address. Otherwise you won't be able to access your diploma exam marks.



RISE

Your Potential  
Awaits You!



Congratulations

Kaelen Hunter

Class of 2022

Valedictorian!



# On the Grad Front

## Announcements

- ❖ Lip Sync – is not a go!  
Not enough groups for the event.
- ❖ Grad Committee Meeting  
Thursday during Flex
- ❖ Ticket sales start this week  
– you will need your powerschool number
- ❖ **School fees must be paid before you may purchase tickets.**

## Mandatory Rehearsal

- ❖ **Tues. May 31 – noon to 3:30**
- ❖ Please book off all other activities ie. Work, sports, etc.
- ❖ Everyone graduating is expected to be there!
- ❖ Guest speaker is Abi Strate – Olympic Medalist and SCHS alumni

# On the Grad Front

## TnT – June 2 –Period 4

- ❖ Find/purchase your white t-shirt for signing
- ❖ Buy/bring your own sharpie
- ❖ TnT Committee meeting - Tues at lunch in the planet classroom.

## TnT Student Video

- ❖ We want to see you in the TNT student video!
- ❖ Please connect with Chloe French and Jen Sadownyk for your TnT debut!

# TnT Song Suggestions Needed:

## Each Advisory to Submit Song Suggestions

(songs do not have to be from list below)

### **Walk- In: Song ideas from past years**

- ❖ I Gotta Feeling (Black eyed peas)
- ❖ Time of our Lives (Pitbull)
- ❖ I Lived – One Republic
- ❖ Come on Eileen (Dexys Midnight Runners)
- ❖ Hey ya (Outcast)
- ❖ Hey Kids (Arkells)
- ❖ Country Roads

### **Exit Songs: Past suggestions**

- ❖ I'll be there for you (The Rembrandts)
- ❖ We Go Together (Grease)
- ❖ Life is a Highway (Rascal Flatts)
- ❖ Time of Your Life – Green Day
- ❖ We're all in this together (High School Musical) 2019
- ❖ Tongue tied (Grouplove)
- ❖ Come on Eileen (Dexys Midnight Runners)
- ❖ Good Ole Days (Macklemore)
- ❖ Follow Me (Uncle Kracker)



# Till Next Time...

