

Second Floor Scoop

LaProgram.org

2012-2013 FINAL EXAM SCHEDULES

2012-2013 Final Examination Schedules

Final exams will be administered during an 80-minute bell period. Students with extended time will take the finals in the library following a special schedule.

Make-up: The make-up will be offered after school on Friday, June 7.

Monday		Tuesday		Wednesday	
June 3		June 4		June 5	
Period	Time	Period	Time	Period	Time
4	8:30 – 9:50	2	8:30 – 9:50	1	8:30-9:50
OP	9:55-10:05	OP	9:55-10:05	BREAK	9:50-10:05
5	10:10-11:30	8	10:10-11:30	3	10:10-11:30
BREAK	11:30-11:45	BREAK	11:30-11:45	BREAK	11:30-11:45
6	11:45 – 1:05	9	11:45– 1:05	10	11:45-1:05
BREAK	1:05-1:20	Lunch:	1:05-1:20	Lunch:	1:05-1:20
		Optional		Optional	
	Grab-n-go lunch available in 5 th floor cafeteria for students with period 8 lunch	9&10 Grades: 5 th floor cafeteria		9&10 Grades: 5 th floor cafeteria	
		11&12 Grades: 7 th floor cafeteria		11&12 Grades: 7 th floor cafeteria	
7	1:20 – 2:40				

Final Exam Extended Time Schedule

Locations: To accommodate the increased number of students with extended time, final exams are being offered in three locations: room 321, room 323, and the Library. Each student programmed to take the exam in room 323 received an individual letter stating this. All other students with extended time follow the schedule below:

Extended Time: One and a Half Time (In the Library) * See Below

80 minutes X 1.5	Monday	Tuesday	Wednesday
	June 3	June 4	June 5
9:15	Report to Room 608 (Library)	Report to Room 608 (Library)	Report to Room 608 (Library)
9:30 – 11:30 - Session 1	Science	Social Studies	English
11:35 – 12:35	Lunch	Lunch	Lunch
12:40 – 2:40 - Session 2	Math	Exam (Foreign Language)	Exam (one studio)

Extended Time: Double Time * See Below

80 minutes X 2.0	Monday	Tuesday	Wednesday
	June 3	June 4	June 5
8:45	Report to Room 321	Report to Room 321	Report to Room 321
9:00 – 11:40 - Session 1	Science	Social Studies	English
11:45 – 12:45	Lunch	Lunch	Lunch
12:45 – 3:25 - Session 2	Math	Exam (Foreign Language)	Exam (one studio)

*If students need to modify a Testing Schedule in order to take some exams with the rest of the class, they should see Ms. Laura van Keulen in room 261 for all schedule changes.

If you have any questions regarding information on this page, please call Ms. van Keulen, AP of Data and Technology, at (212) 496-0700 X 2261.

Second Floor Scoop

LaProgram.org

STUDENTS

Exam Invitations

On June 4th, during OP, we will distribute Exam Invitations. (Currently the DOE requires us to program in STARS all students taking the Regents, LOTE, and Studio Comprehensive.) No student will be taken out of an examination section if the student is part of a class/cohort culminating in an exam. If a student is absent from an exam, the ABS will stay on the student's transcript.

Regents Registration

Any student who is not in a Regents terminating class but does need to take the Regents should see a guidance counselor before Wednesday, June 5, to register. Any student who does not register cannot take the exam.

TEACHERS

Attendance Records

Any attendance record must be cleared before the last day of school. After that, no attendance record can be changed for the school year.

Teacher Due Date for Extended Time Finals

Teachers should give extended time final examinations to APs by Wednesday, May 29, at 9:00 a.m.

Submitting Grade Revisions

When sending grade revisions, please compose a new e-mail instead of replying to an existing one. Thank you.

Programming Letter

Dear Student,

On May 23, 2013 you received your tentative list of classes that you have been approved to take for the next school year.

If you selected classes in Daedalus (i.e., electives in visual arts, AP and honors classes, and electives in science and world language) and some of the classes you selected are not on the list you received, follow the steps explained below. Some classes were assigned to you automatically.

- **AP and Honors:** If you added your name to a wait list for AP and/or honors classes and were not accepted into one of these classes, please speak to the appropriate department chair and your current teacher.
- **Science for sophomores and juniors:** If you did not choose any science course in Daedalus, you were placed in the most appropriate level of science based on your transcript. All sophomores and juniors must have a science class.
- **Mathematics:** Classes were assigned automatically based on student transcripts. For AP courses in Mathematics and Calculus, see the bullet regarding AP and Honors.
- **English for Seniors:** If you made no selection, you were placed in Film Literature. If you would like to change to another senior English class, you may apply in Daedalus by Thursday, May 30th. (See instructions in the Yellow Sheet.) At this time most of the classes are full, but if you chose another class in Daedalus, we will do our best to accommodate your request.
- **Arts Electives:** Some classes will not exist due to low enrollment. In these cases, you were given your second choice; please see your guidance counselor if you have any questions. If you did not choose classes in Daedalus, you were given classes automatically based on availability. At this time most of the classes are full, but if you choose another class

in Daedalus, we will do our best to accommodate your request.

- **Music Electives:** If you were accepted for an additional ensemble (your fourth music class), and you do not have it on the list, you may request to be placed in the class in September.
- **Eleven period day:** We cannot accommodate eleven periods. If the Request for Classes shows the code ZQ11P, you must see Ms. van Keulen to indicate which class you would like to drop to ensure you have a ten-period day. The deadline for this process is Thursday, May 30th. If you make no choice, the Program Office will choose for you. Please note that AP Art Portfolio (code ALS21XQN) meets after school and it should not be counted as an 11th period.
- **Drama and Technical Theater:** All drama and tech students will take Physical Education. (For 10th and 11th grade drama students, this class is offered within the drama block.) Drama and tech seniors will take Physical Education as well as Health in the first semester of their school year.

Please go to your guidance counselor with the following issues:

- You would like to drop an honors or an AP class.
- You would like to select another science class that is not an AP level class.
- You are in an off-track world language (*).
- You are a senior and would like a math and/or a science class that is not an AP class.
- You have on your list of classes for next year a class that you have already passed.

Please see your guidance counselor during your lunch or your free period on: May 28 – Juniors, May 29 – Sophomores, May 30 – Freshmen.

Sincerely,

Laura van Keulen, Assistant Principal Administration

Requesting Changes on Daedalus

You may make adjustments to your course request listing by logging in to Daedalus after you have followed the steps explained in the letter above, such as seeing a department AP, a guidance counselor, or Ms. van Keulen.

NOTE: Do not submit new requests on Daedalus if you are satisfied with your classes. Ask for a change only in the subject with which you have an issue.

Step One: Log in to Daedalus, which you can access by clicking on the link on LaProgram.org. Click on "Indicate/View Your Preferences/Courses for Next Term." (Do not be confused by this Daedalus-specific link.)

Step Two: Select courses you would like to add and drop, and click on "Submit."

If you have any questions regarding information on this page, please call Ms. van Keulen, AP of Data and Technology, at (212) 496-0700 X 2261.