



BURLINGTON TOWNSHIP HIGH SCHOOL

610 FOUNTAIN AVENUE, BURLINGTON TOWNSHIP, NJ 08016-3314

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Principal *Vice Principal* *Vice Principal* *Vice Principal* *Co-Curricular Supervisor* *District Director of Guidance*

January 2019

Dear Parents and Students,

We are quickly approaching the end of the first semester and I wanted to share some reminders with you regarding the final exam schedule. Final exams will be on January 29th, 30th, 31st. Every student, except for seniors who have earned exemption, is expected to be present and on time on these days to complete their exams so they may earn a final grade for their first semester and marking period 2 courses. February 1st will begin the second semester; this will be a half-day session and students will report to their grade room to receive a copy of their class schedule for semester 2. **Any absence must be supported by documentation as outlined in the Attendance Policy and approved by the Principal. No approval will be given without documentation from a doctor or other agency. Students who arrive late for an examination must report to the Attendance Office for a pass and may be required to take the exam during the make-up period. The exam schedule is listed on the back of this letter. Missing the bus is not a valid excuse. Any unsupported absence will result in a 0 as the final grade for the final exam.**

All first semester obligations must be cleared up prior to February 1st for a student to be in good standing and eligible to participate in school activities. Textbooks are to be returned on the day of the exam to each classroom teacher and library books are to be returned to the Media Center.

Students are required to be present on January 29th through January 31st for their schedule exams only. Busing will be available at the conclusion of each exam period. Please contact me if you have any questions regarding final exams. Thank you for your support.

Sincerely,

Mr. Phil Brownridge
Principal

PB:tld



**Burlington Township High School
First Semester - Final Exam Schedule
2018-2019**

Tuesday, January 29th

Block	Time
Graderoom	7:20 – 7:35 Locker clean out (15 minutes)

1/2 **7:40 – 9:20 (100 minutes)**

- **Students being picked up for the 5/6 exam should be at their bus stops by 8:55 AM.**
- **Buses run at 9:20 AM to take students home from period 1/2 exam.**

5/6 **9:35 – 11:15 (100 minutes)**

Dismissal at 11:15 AM – Busing Provided

Wednesday, January 30th

Block	Time
Graderoom	7:20 – 7:35 Locker clean out (15 minutes)

3/4 **7:40 – 9:20 (100 minutes)**

- **Students being picked up for the 7/8 exam should be at their bus stops by 8:55 AM.**
- **Buses run at 9:20 AM to take students home from period 3/4 exam**

7/8 **9:35 – 11:15 (100 minutes)**

Dismissal at 11:15 AM - Busing Provided

Thursday, January 31st

Block	Time
Graderoom	7:20 – 7:35 Locker clean out (15 minutes)

9/10 **7:40 – 9:20 (100 minutes)**

- **Students being picked up for any make-up exams should be at their bus stops by 8:55 AM.**
- **Buses run at 9:20 AM to take students home from period 9/10 exam.**

Make-up(s) **9:35 – 11:15 (100 minutes)**

Dismissal at 11:15 AM – Busing Provided

In the event of inclement weather, the exam schedule will resume accordingly upon our return to school (e.g. if weather closes school on Tuesday, Tuesday's exams will be held upon our return on Wednesday). Students must have permission from Principal/VP to take exam at any other time than the scheduled day.