

### R 3-8-9 End of Course Examinations

End-of-Course Exam (EOC) - EOC refers to a course-specific criterion referenced test used to measure a student's level of academic achievement on West Virginia's **21<sup>st</sup> Century** Content Standards and Objectives. The exams are developed by the classroom teacher.

Likewise End-of-Course assessments that measure student achievement in core career/technical courses will also be conducted. End of course tests are based on the 21<sup>st</sup> century CSOs for each course. Typically, these exams will be a combination of instructor developed exams and exams created by Career/Technical arm of the State Board of Education.

#### End-of-course Examinations Grades 9-12

End-of-course examinations shall be given during "examination days" established in the school calendar for that purpose. The principal shall have the authority to schedule examinations on other examination days if it is necessary to avoid schedule conflicts.

The end-of-course examination grade shall constitute no less than 15% of the student's grade for the course. For the purposes of calculation of the final grade, 15% shall be rounded to the fraction  $\frac{1}{7}$  – i.e., the end-of-course examination shall constitute  $\frac{1}{7}$  of the student's final grade for the course. The formula for determining the final grade in each course is: triple the midterm grade, triple the grade for the second half of the course, add the term examination grade, and divide the sum of these by seven. End-of-course examinations shall be kept on file in the school at least one year.

Special examination days may be scheduled for the final term of the senior year in order to allow time to prepare for commencement activities.

Make-up examinations shall be given to students who have an absence on the examination day. If the student is unable to take the make-up examination within the time frame of the employment term of the classroom teacher, the principal shall make suitable arrangements for the student to take the examination. The student will receive an Incomplete for the class until the make-up examination is completed **and scored by the classroom teacher**.

#### End-of-Course Examinations Grades 6-8

Any student who takes a high school level course, or a course which will be applied toward high school credit for graduation, shall be required to take an end-of-course examination pursuant to the guidelines outlined in the section above.

With the exception noted above in the above paragraph, end-of-course examinations are not required for students in grades 6-8, but may be administered at the discretion of the principal and/or classroom teacher.