

Documentation for Standardized Exam Scheduling

District:	School Year:
Building:	

1. Dates examination will be administered to : 8th _____
(PSAT/SAT/ACT) 9th _____
10th _____
11th _____

2. Is school in session on examination days for 12th grade pupils?

_____ YES If YES, please complete question #3.

_____ NO If NO, please list days and hours scheduled for the year: Days:_____ Hours:_____

3. Describe how instruction with a certified teacher will take place for 12th grade on testing day. *documentation may be requested

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4. Is school in session on examination days for Middle School pupils (excluding testing 8th grade)?

_____ YES If YES, please complete question #5.

_____ NO If NO, please list days and hours scheduled for the year: Days:_____ Hours:_____

5. Describe how instruction with a certified teacher will take place for Middle School pupils (excluding testing 8th grade) on testing day. *documentation may be requested

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6. Did all grades in Middle School and High School meet the 180 day and 1098 hour minimum per MCL 388.1701 while accomadating testing schedules?

YES

NO

Authorized representative's signature

Date _____

Title of authorized representative

