

**CODE:** GEA.AR

**EFFECTIVE DATE:** (02-06-1998)

**TOPIC:** Semester Changeover - Senior High Schools

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## REGULATION

Semester changeover shall be limited to one day.

### A. EXAMINATION AND/OR TESTING DAYS

Examination and testing days shall:

1. Immediately precede semester changeover and/or school closing days which are classified as non-instructional days.
2. Involve a minimum of 50 per cent of the total student enrolment in any one day except that the figure may drop 10 per cent on the last day of examination day in January and/or June. As an example, 50 per cent means 500 examination papers in a school of 1,000 population.

### B. SEMESTER AND MID-TERM ACTIVITIES

All schools shall file a copy of the proposed activities (end of semester, mid-term, and final) at the school.

### C. EXAMINATION SCHEDULES

All schools conducting examinations and/or testing in #2 above shall retain a copy of the examinations schedule on file, including the number of students writing each examination.