



Woodrow Wilson High School

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Dear Student/Parent/Guardian,

Attendance is an essential component to a student's academic success. Often, the number of days that students are absent accumulates without parents realizing how many days have been missed.

This letter is to inform you that Attendance for Credit (AFC) has started for Fall 2024 and your student is required to make up hours to receive credit for absences. Students receive credit by sitting in class or "seat time", which is required by the state of Texas. According to Texas State law, each student must be in attendance 90% of the days the class is offered. The implementation of the Attendance for Credit Initiative is to ensure that all students are in attendance 90% of the time a class is offered to certify successful accrual of credit or final grade. **Seniors who do not make-up their hours to receive credit cannot graduate.** Therefore, it is imperative that students attend available AFC sessions.

Purpose

Students who have excessive absences will have the opportunity to restore credit for their classes by participating in a plan set forth by the principal. The *Principal's Plan to Restore Credit* requires students to make up their seat time by attending AFC sessions and completing additional class work for the classes in which they have lost credit.

Criteria

Students who meet the following criteria will have the opportunity to participate in AFC.

- For students whose attendance drops below 90% but is at least 75 % of the days the class is offered.
- The student must be earning a passing grade and have completed all classwork and homework associated with excessive absences.

NEXT STEPS

1. Scan QR Code:



2. This document provides the classes and amount of hours each student owes. Find your ID and corresponding class/hours owed.
3. Plan to attend one or more of the available sessions.

Current opportunities to make up hours are:

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday - Thursday	AFC Times 7:45 AM – 8:55 AM	School Library
After School Nov 19th	4:45 PM - 6:50 PM	School Cafeteria
Dec 17 - Dec 19th	1:45 PM - 4:45 PM	School Cafeteria
Sat December 7th	8:50 AM - 1:00 PM	School Cafeteria

Deadlines

All Petition Due Dec 6th

All Hours without a Petition are due December

5th

AFC Remind:

Code: @wwhsafc24



Attendance for Credit (AFC) Expectations:

- Students MUST be at AFC at the following times in order to regain credit:
 - Morning: 7: 45 AM
 - Afternoon: 4:40PM
 - Saturday: 8: 50 AM
 - ACP Week Dec 17th - Dec 19th 1:45 PM - 4:45 PM
- Students must complete the QR code when they arrive then place their phone in the cubbies. Cell phones will be strictly prohibited during AFC sessions.
- Students can not talk while completing AFC. If warned 2 times, they will be asked to leave the session and hours will be lost for the current session.
- Students may use the restroom during AFC; however, they must sign in and out of a sign-in sheet and may not be gone for a long period of time in order to receive credit.
- Students' work must be completed by the end of the AFC session to count for the current session.
- Students writing essay: An hour essay is front and back and not double space and must be legible.
- Students must be passing with a 65 and above, students with grade 65 and below will not be eligible to make up hours for the course they are failing.
- Dress code will be strictly enforced; 2024-25 ID badge must be worn for admission.

FAQ:

If I'm failing, can I still make up my hours: No, You MUST be passing the course at the end of the semester in order to receive credit. This means if you make up your hours with AFC and fail the class at the end of the semester, the AFC hours you completed do not count.

Where do I need to turn in my Petition and do I need to provide documentation? You can email your petition to wwhsattendanceforcredit@gmail.com or in the Attendance Office. And YES you do need to provide documentation with your petition. If we receive your petition without documentation your petition will be denied and you will have to resubmit your petition with documentation.

Reminders: If you complete your hours but fail the class you WILL NOT receive credit for the class you are failing.

Required Seat Time To Restore Final Credit – High School Block Schedule

	1st Semester (85 instructional days) 1st - 4th Period 5th - 8th Period	Restoration Consists Of # hours (per content area)
Number of Absences	5-6	2 hours of content-specific written work /special projects*
	7-8	2.5 hours of content-specific written work /special projects*
	9-10	3 hours of content-specific written work /special projects*
	11 or more absences (below 75% attendance)	<u>Approved Petition with Documentation REQUIRED</u> 3.5 hours of content-specific written work /special projects*

**Written content-specific work/Special Projects must coincide with learning objectives and student expectations as written in the*

course curriculum.