

**AWARDS FOR ACHIEVEMENT****A. Purpose and Scope**

To provide guidelines for awards and procedures for schools.

**B. General**

K-5 Elementary Schools – Academic achievement is by Certificates of Excellence as established by individual schools and classes.

**Middle Schools****Honor Roll**

1. The honor roll system is based on each student's individual scholastic achievements during each quarter.
2. All subjects which receive a letter grade count toward the honor roll.
3. A point system is given to the following letter grades: A = 4 points, B = 3 points, C = 2 points, and D = 1 point.
4. A student must maintain a "B" average (or a 3-point average) in order to make the Honor Roll.
5. The names of all students making the student honor roll will be published both in the local and school paper.
6. Students who receive straight "A's" will be identified.
7. Students who receive an "F" grade in any subject will be disqualified from the honor roll regardless of grade point average.

**California Junior Scholarship Federation (CJSF)**

Membership is possible in the seventh and eighth grades. Students must meet the state guidelines for membership.

**AWARDS FOR ACHIEVEMENT (Continued)**

**Tracy High Schools**

Honor Roll

1. Grades are based on first and third quarters and first and second semester.
2. A 3 point system is given to the following letter grades: A = 4 points, B = 3 points, C = 2 points, and D = 1 point.
3. A student must maintain a “B” average (3.0 to 3.749 point average) for inclusion on the Honor Roll.
4. Students who receive any “D” or “F” grade in any subject will be disqualified from the honor roll regardless of grade point average.
5. An incomplete or a “No Mark” will disqualify a student from the Honor Roll.

High Honors

The qualifications are the same as for the Honor Roll except that a student must maintain a 3.75 grade average or better to be included on the High Honors list.

California Scholarship Federation (CSF)

Students who meet the criteria established by the statewide organization may become CSF members.

Valedictorian and Salutatorian

The valedictorian and salutatorian at Tracy Joint Union High Schools must meet the following requirements:

1. Take a minimum of 120 units at Tracy Joint Union High Schools. For the purpose of valedictorian/salutatorian selection, successful completion of a course in the third quarter of the senior year will be considered successful completion of the second semester.
2. Take at least the minimum number of A-F classes required for admission to the University of California. Complete all A-F classes with a grade of “C” or better.

**AWARDS FOR ACHIEVEMENT (Continued)**

Third quarter senior grades will be considered second semester senior grades for the purpose of valedictorian/salutatorian selection.

3. Take at least four semesters honors classes during the junior year and at least four semesters of honors classes during the senior year.

Students who meet the three requirements above will be eligible to be the valedictorian or the salutatorian. The student with the highest grade point average using a four point scale (calculated to two places after the decimal with honor points not included) will be declared valedictorian. The student with the second highest grade point average will be declared salutatorian. Grades earned during the third quarter of the senior year will count as second semester grades and must be averaged in to determine candidates' grade point averages. For the purpose of valedictorian/salutatorian selection, candidates must include all grades earned after August of the beginning of their freshman year. Candidates may exclude high school grades earned prior to the actual beginning of their freshman year.

In case of a tie, the tie will be broken in the following manner:

1. The student with the highest number of honors classes during his/her junior and senior year at Tracy High Schools will be declared the winner. This number will include classes completed and classes being taken during the third quarter of the senior year.
2. If there is still a tie, the student with the highest GPS from honors classes only will be declared the winner.
3. An attempt will be made to reach mutual agreement on the distribution of scholarships in the event of more than one valedictorian or salutatorian.

The computerized report card/transcript is not applicable.

**C. Forms Used and Additional Procedures**

Application for Valedictorian/Salutatorian

**D. Procedures**

**AWARDS FOR ACHIEVEMENT (Continued)**

**E. Reports Required**

None

**F. Record Retention**

None

**G. Responsible Administrative Unit**

Educational Services Director  
Student Services  
School Principals

**H. Approved By:**