

### **GRADUATION REQUIREMENTS – ADULT SCHOOL**

It shall be the policy of the Board of Trustees to acknowledge each student's completion of the instructional program by the awarding of a diploma.

The minimum requirements for graduation shall be satisfactory completion of the following:

1. COURSE WORK AND AWARDING OF DIPLOMAS

All candidates for a diploma shall earn at least 5 credits as a student of Oxnard Adult School and complete all coursework requirements for graduation. A student must be in attendance at the time of completion of these requirements. Diplomas are awarded at the end of the school year during which students fulfill their graduation requirements.

2. EXIT EXAM

After December 15, 2005, all students must pass the California High School Exit Exam.

3. PROGRAM REQUIREMENTS

A. A student must complete the specific course requirements of the diploma described in the Board Policy BP 6146.1, with the exception of the physical education requirement and the minimum number of credits required for graduation will be 210. A maximum of twenty (20) credits in physical education may be applied toward elective credits for graduation.

B. A maximum of 30 credits will be granted based upon military service.

C. Students may earn Oxnard Adult School credit and course requirements as described in Board Policy BP 6146.1, V. Alternative Means of Earning Credit.

Any art, music or drama course may be used toward meeting the fine arts graduation requirement.

Sign language may be used toward meeting the foreign language requirement.

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As of January 1, 2005, students will not be enrolled in Option II for a diploma. Students enrolled in Option II prior to January 1, 2005 must complete all requirements by June 10, 2005. After that date this diploma option will no longer be available.

4. ACCEPTANCE OF TRANSCRIPTS (EC 51225.3)

Official transcripts from accredited schools will be accepted as submitted. No credit shall be given without official transcripts.

5. EXCEPTIONS TO GRADUATION REQUIREMENTS

Any exceptions to the requirements may be made only with the recommendation of the Principal of the Oxnard Adult School and approval of the Superintendent's designee.

6. NOTICE OF GRADUATION REQUIREMENTS

Requirements for graduation and alternative means for completing the prescribed course of study shall be made available to students and the public. (ED 51225.3)

ADOPTED: 11/22/77; Rev. 4/11/79, 7/24/85, 6/13/90, 7/10/91

REVISION REDESIGNATION: 4/27/94 (BP 507 – Graduation Requirements – Adult School); Rev. 12/6/95, 6/25/97, 2/19/98; Rev. 3/11/98; Rev. 11/13/02; Rev. 9/10/03; Rev. 12/15/04; **Rev. 4/20/05**