

**BELLEVUE SCHOOL DISTRICT**  
Bellevue, Washington

**REQUEST FOR WAIVER OF 2.0 GRADE POINT AVERAGE  
GRADUATION REQUIREMENT**

Date: \_\_\_\_\_

Name (please PRINT): \_\_\_\_\_

ID#: \_\_\_\_\_

Counselor: \_\_\_\_\_

School Name: \_\_\_\_\_

I request a waiver of the 2.0 grade point average requirement due to the following *extenuating, unique and/or unusual circumstances*. I have read the process for waiving this graduation requirement on the reverse of this form and I have included a statement explaining the circumstances. Statement:

Student's Signature: \_\_\_\_\_

Parent(s)/Guardian(s): \_\_\_\_\_

Principal's Signature: \_\_\_\_\_

**Attach a transcript and submit this form to your counselor. The counselor will secure the principal's signature and date-stamp and scan to the School Support Office at [graduationwaivers@bsd405.org](mailto:graduationwaivers@bsd405.org)**

GPA:

APPROVED:

DENIED:

**COMMENTS:**

**Director of K-12 Counseling:** \_\_\_\_\_

**Procedure 2410P**  
**Exhibit D**

**2.0 Cumulative GPA Graduation Requirement Waiver Process**

The District expects that all students earn the necessary credits for graduation with a minimum of a 2.0 cumulative Grade Point Average (GPA). However, there may be unique and/or unusual circumstances that result in less than 2.0 cumulative GPA. If any student and/or parent/guardian, believes that there is such a circumstance, they may request a waiver.

Circumstances that may qualify for unique and unusual are listed below. This list is not exhaustive.

- The student enrolled in the district within the last two years with a credit deficiency and low grades. Given the limited amount of time to recover, the student was able to complete the credits required, but not meet the 2.0 GPA.
- The student experienced a significant health, mental and/or emotional situation that significantly interfered with the ability to attain the 2.0 GPA.
- The student has an identified disability that significantly interfered with the ability to attain the 2.0 GPA
- The student made extraordinary effort (re-took classes, took challenging and rigorous courses, attended tutorial regularly, attended summer school, took optional learning programs, etc.) to earn the requisite GPA but in spite of all efforts, was unable to meet the requirement.

**Process:**

1. Student and/or Parent(s)/Guardian(s) completes the *Request for Waiver of 2.0 GPA Graduation Requirement Form* and submits to their counselor along with a transcript.
2. Counselor secures the principal's signature, and **scans** the paperwork to the Office of School Support Office at [graduationwaivers@bsd405.org](mailto:graduationwaivers@bsd405.org)
3. The written request will be reviewed and adjudicated by the **Director of Counseling**.
4. The form will be uploaded to the student's document folder as approved or denied. If the request is denied, the parent(s)/guardian(s), and/or student will have the opportunity to appeal to the **Executive Director of Schools**. All privileges associated with graduation, (e.g. commencement) will be denied the student pending the outcome of any appeal request.
5. The Office of School Support will work as efficiently and judiciously as possible to act on appeals in order to maximize the possibility that the student and/or his/her parent may exercise their rights to appeal prior to any privileges being lost.