

**5207 Early Completion Plan**

It is the recommendation of the district that all students take full opportunity of the eight semesters of courses and activities provided at Plattsmouth High School. Generally, students will be required to complete the necessary course work and graduate from high school at the end of grade twelve.

The following guidelines have been established for students to be eligible for early completion. The failure to meet any of the criteria or time lines listed in the policy may cause the student to become ineligible for early completion.

(1) Students must meet all completion requirements established by the Board of Education in order to be eligible for completion as well as the credit hour requirements in each specific subject matter area.

(2) Students must make an application to the high school principal before they may seek permission to graduate early from the Board of Education. The principal may consult with appropriate instructional and guidance staff members in making the determination. The student's application must be prior to the start of their senior year, and include:

- a) Proof that the student will meet all academic requirements necessary to graduate on or before the proposed graduation date;
- b) A detailed essay that (a) addresses the reasons for seeking early graduation and (b) articulates the student's post-graduation plans, including goals and objectives justifying the need to graduate early; and
- c) A letter from a parent/guardian supporting the application.

\*Exceptions to the deadline will be considered by the high school principal and counseling office after a meeting has taken place with the student, a parent/guardian, the high school principal, and a high school counselor. If an exception is granted by the high school principal and counselor, all application materials must be submitted to the high school principal by December 1 of the senior year for Board consideration at the December meeting.

(3) The Board of Education will make the final decision in regards to an applicant's early completion at the May board meeting of the applicant's Junior year. The applicant and his/her parents/parent/guardian must be present at this meeting in order for the board to take action.

(4) Once given approval, the applicant will need to notify the high school counseling office of his/her decision in regards to participating in the regularly scheduled graduation ceremony. The applicant must also attend

one (1) Commencement practice in order to participate in the Commencement ceremony. No early graduation ceremonies will be provided for a student who opts for the early completion route.

(5) A student who decided to opt for early completion is not eligible to participate in school sponsored activities following the last day he/she attends classes. The effective date for participation will end with the last day that the student is enrolled in classes. The only school activity that the applicant is eligible for will be the regularly scheduled graduation ceremony.

(6) This policy shall be evaluated annually by the high school principal and appropriate revisions shall be recommended to the Board for its consideration.

Adopted: June 13, 2005

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