



12th GRADERS ONLY
BURBANK UNIFIED SCHOOL DISTRICT
2026-2027 High School Graduation
Ceremony Participation Criteria



CRITERIA: This criteria is for graduation participation, NOT for receiving a diploma or certificate. In order to participate in the graduation ceremony, the student will meet the following standards:

1. Student will complete 230 units of study, including all required courses.
2. Student will have no more than fifteen (15) absences (either excused or unexcused) per period per class per semester of the senior year.
3. Student will have no more than one (1) suspension during the entire senior year.
4. Student will have no more than two (2) failing semester grades during the senior year.
5. Student will have no more than a total of two (2) “unsatisfactory” (U) marks in citizenship on the report card from two different teachers during each semester in the senior year.
6. Student will be in the 8th semester of high school unless there are extenuating circumstances which prevent the student from completing high school within the traditional four years.
7. Student will participate in the rehearsal prior to graduation in order to participate in the graduation ceremony.
8. Student will have this form signed and on file in the school office by October 5.

If a student is in violation of the attendance criteria (student has more than 15 single period absences) they are not eligible to participate in graduation. An appeal process is available to potentially participate in the graduation ceremony. All attendance appeals will be made to a committee composed of both site and district officials. **Appeals are not guaranteed to be approved and can be denied. All decisions from the Appeals Committee are final. Students whose appeals are denied will not participate in the Graduation Ceremony.**

ATTENDANCE APPEAL PROCESS:

1. All Appeals must be submitted, in writing, to the student’s counselor or administrator, no later than ten (10) working days prior to the end of the semester in which the criteria violation occurred. For the 2026-2027 School Year- December 4th is the Semester 1 deadline and May 14th is the Semester 2 deadline.
2. All circumstances that affected this student and caused the infraction should be clearly stated in the letter of appeal. Students should attach pertinent doctor’s notes and any other explanatory materials. **No additional information will be considered after the appeals deadline or after an appeals decision has been made.**
3. The appeal committee will review all written appeals.
4. After the written appeal has been reviewed, a response will be sent to the student in writing; no verbal responses will be delivered during the appeal process.
5. If the appeal is granted, the student will be allowed to participate in the graduation ceremony.
6. **If denied, the student will not participate in the ceremony and no tickets to the graduation ceremony will be issued to non-participating seniors.**
7. A student, who has met graduation requirements but is not eligible to participate in the graduation ceremony, will receive a high school diploma.

This contract must be signed by senior students and their parent/guardian and returned to BHS by October 5 in order to be eligible to participate in the graduation ceremony.

We have received and read the graduation ceremony participation standards.

Student ID# 9600_____ Last Name: _____ First Name: _____

Parent Last Name: _____ Parent First Name: _____

Student Signature: _____ Parent Signature: _____