



BOARD POLICY

217-DUP1 Graduation Requirements

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Purpose

The Board shall establish graduation requirements and acknowledge each student's successful completion of the instructional program by awarding diplomas and certificates at graduations ceremonies.

Authority

The Board shall adopt the graduation requirements students must achieve in accordance with state [law and](#) regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

The Board requires graduation requirements to be published and distributed to students and parents/guardians, and made available in each school building and posted on the district's publicly accessible website. All changes to graduation requirements shall be published and distributed to students and parents/guardians, and made available in each school building and posted on the district's publicly accessible website immediately following approval by the Board.[\[2\]](#)[\[5\]](#)

Diplomas

The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this Board.[\[2\]](#)[\[6\]](#)[\[7\]](#) [\[8\]](#) [\[9\]](#) [\[10\]](#)

A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension. [\[11\]](#)

Students Experiencing Educational Instability -

The district shall provide supports to ensure that students experiencing educational instability graduate in a timely manner, in accordance with law and Board policy. A graduation plan shall be developed to facilitate this process for students in grades nine (9) through twelve (12) who are experiencing educational instability. [\[12\]](#) [\[13\]](#)

Students With Disabilities -

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, to participate in commencement ceremonies with their graduating class and receive a certificate of attendance, provided that the student has attended four (4) years of high school. The Board shall issue a high school diploma to each student with a disability who completes the graduation requirements established by the Board or the goals established in the student's IEP, as determined by the student's IEP team. [\[1\]](#)[\[2\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#) [\[19\]](#)

Part-Time Students -

A student may qualify for graduation by attending a district school part-time when lawfully employed part-time or when officially enrolled part-time in a postsecondary institution. [\[20\]](#) [\[21\]](#)

Full-Time Postsecondary Students -

The fourth year of high school shall not be required for graduation if a student has completed all requirements for graduation and attends a postsecondary institution as a full-time student. [\[22\]](#)[\[21\]](#)

Children of Active Duty Military Families -

The district shall provide supports to facilitate the on-time graduation of children of active duty military families in accordance with the Interstate Compact on Educational Opportunity for Military Children, state law and Board policy.[\[23\]](#)[\[24\]](#)

Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.

The Board shall include the district's graduation requirements in the Comprehensive Plan.

The requirement for graduation shall be the completion of work and studies representing the instructional program assigned to grades nine through twelve.

The Board requires that each candidate for graduation beginning with the Class of 2013 shall have earned twenty-five (25) credits. Units of credit must be earned in the following areas:

Course	Credits
English (English 9, 10, 11, 12)	4.0
Math	3.0
Science ~~Foundations of Chemistry, Chemistry or Physics (H)~~ ~~Biology or Chemistry (H)~~ ~~Science elective or AP Biology~~	3.0
Social Studies: ~~United States History 9 or United States History (pre AP)~~ ~~AP United States History or 2 of the following:~~ ~~American History Through Media~~ ~~United States Military History~~ ~~Contemporary American History~~ ~~American History Through Sports~~ ~~AP Human Geography or 2 of the following:~~ ~~Contemporary World History~~ ~~Holocaust and Genocide Studies~~ ~~Global Cultures~~ ~~International Relations Model UN~~ ~~United States Government & Economics or AP United States History~~	4.0
Arts & Humanities	2.05
Health I and II	1.0
Personal Fitness and Sport	.5
Physical Education Elective	.5
Personal Finance	.5
Graduation Project	.5
Career Seminar	.5
Electives	5.5
TOTAL	25.0

The specific courses of study that fulfill these requirements can be reviewed in the School Board approved, high school Curriculum Guide.

Delegation of Responsibility

The Superintendent or designee shall be responsible for ensuring the following:

1. Publication and distribution of graduation requirements to students and parents/guardians.[\[2\]](#)[\[5\]](#)
2. Counseling of students regarding expectations of graduation requirements.[\[2\]](#)[\[3\]](#)[\[4\]](#) [\[8\]](#)
[\[9\]](#) [\[10\]](#) [\[15\]](#)
3. Assessment of individual student attainment of academic standards to ensure the student's progress toward achievement of graduation requirements.[\[2\]](#)[\[3\]](#)[\[4\]](#) [\[8\]](#) [\[9\]](#) [\[10\]](#)
[\[15\]](#)
4. Accurate recording and reporting of each student's progress and accumulation of graduation requirements. [\[10\]](#) [\[25\]](#)
5. Provision of assistance to those students having difficulty attaining the academic standards.[\[1\]](#)[\[2\]](#)
6. Development of a list of individuals who qualify for the award of a diploma.
7. Planning and executing graduation ceremonies that appropriately recognize this important achievement.

The Superintendent or designee shall annually, no later than December 1, report to the PA Department of Education (PDE) graduation information and data, as required by law.[\[1\]](#)

Guidelines

A student must demonstrate mastery of the PA academic standards either on the state system of assessment (Keystone) or local assessments. Mastery shall be deemed as attaining a score of "Proficient" or higher on the Keystone or attaining intervention for students who do not demonstrate proficiency of the PA academic standards.[\[2\]](#)

Commencement

The Board of School Directors, upon recommendation of the Superintendent, shall fix the date of school commencement and shall pay such expenses in connection therewith as it may determine necessary.[\[25\]](#)

The commencement program shall be arranged under the direction of the principal with the assistance of the faculty and shall be approved by the Superintendent.[\[25\]](#)

The Superintendent shall prepare and submit to the Board for its approval a list of all candidates for the award of a diploma. The Board shall permit a student with a disability, who has attended four (4) years of high school, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance, even if the student's Individualized Education Plan (IEP) prescribed continued educational services. The student may receive a high school diploma when s/he completes his/her Individualized Education Plan (IEP).[\[14\]](#)[\[16\]](#) [\[19\]](#)

Obtaining a Diploma if Student Does not Graduate With the Class

If a student is not permitted to graduate with his/her class because of a lack of credits, s/he may make up the deficiency by submitting evidence of one or more of the following:

1. Attending an approved summer school.
2. Tutoring by approved, certificated teachers and then successfully completing an examination administered by the administration.
3. Successfully completing correspondence courses pre-approved by the principal.
4. Successfully completing the deficiencies in an approved evening high school.

A student who is accepted for early admission to a college or university may receive a diploma upon submitting evidence of successfully completing the freshman year.[\[22\]](#)

Drop-outs whose original class has graduated and senior failures who do not qualify under the above plans may earn a Commonwealth Secondary School Diploma by successfully completing the General Education Development Test.

A student not graduating with his/her class may petition the Superintendent to attend high school to eliminate the deficient credits. Approval for such requests may be approved by the Superintendent, but all such requests and the action rendered must be reported to the Board. The request shall be based upon the following guidelines:

1. The request shall be for two (2) credits or less.
2. The request shall be reviewed by the high school principal and his/her staff, and an appropriate recommendation shall be rendered to the Superintendent.
3. Particular reference must be made in the report to the department of the student and the prospects of a satisfactory performance during the course of instruction.
4. Requests generally may not be granted to students who voluntarily left school and thus created the stated deficiency.
5. Requests will not create an undue burden on the existing schedule/class load.
6. Requests must be based on the reasonable prospect of satisfactory completion of the course.

Legal Footnotes

[1] 24 P.S. 121
LEGAL REFERENCE

[2] 22 PA Code 4.24
LEGAL REFERENCE

[3] 22 PA Code 4.51
LEGAL REFERENCE

[4] 22 PA Code 4.52
LEGAL REFERENCE

[5] 24 P.S. 510.2
LEGAL REFERENCE

[6] 24 P.S. 1611
LEGAL REFERENCE

[7] 24 P.S. 1613
LEGAL REFERENCE

[8] Pol. 102 — Academic Standards
POLICY REFERENCE

[9] Pol. 127 — Assessment System
POLICY REFERENCE

[10] Pol. 212 — Reporting Student Progress
POLICY REFERENCE

[11] Pol. 233 — Suspension and Expulsion
POLICY REFERENCE

[12] 24 P.S. 1331.1
LEGAL REFERENCE

[13] Pol. 251 — Students Experiencing Homelessness, Foster Care and Other Educational Instability
POLICY REFERENCE

[14] 24 P.S. 1614
LEGAL REFERENCE

[15] 22 PA Code 4.12
LEGAL REFERENCE

[16] 22 PA Code 11.27
LEGAL REFERENCE

[17] 34 CFR 300.102
LEGAL REFERENCE

[18] 34 CFR 300.305
LEGAL REFERENCE

[19] Pol. 113 — Child Find
POLICY REFERENCE

[20] 22 PA Code 11.5
LEGAL REFERENCE

[21] 22 PA Code 11.8
LEGAL REFERENCE

[22] 22 PA Code 11.4
LEGAL REFERENCE

[23] 24 P.S. 7302
LEGAL REFERENCE

[24] Pol. 254 — Educational Opportunity for Military Children
POLICY REFERENCE

[25] 24 P.S. 1504
LEGAL REFERENCE