

## **Instruction**

### **Graduation Requirements**

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all District graduation requirements that are in addition to the State requirements.
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22.
3. Completing all minimum requirements for graduation as specified in State law.
4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
5. Participating in State assessments that are required for graduation by State law.
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.
  1. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

The Superintendent or designee is responsible for:

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for #4 above.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty. This includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions needed or necessary to implement this policy.

### **Early Graduation**

The standard for completing high school graduation requirements as established by the State of Illinois and the Argenta-Oreana Board of Education is successfully completing the required course work within eight (8) semesters. However, there are times when a student accelerates meeting the requirements via enrolling in extra classes, dual credit RCC classes, etc. A student who has met all graduation requirements within seven (7) semesters may be eligible for "Early Graduation" if the following criteria are met.

Criteria for early graduation.

1. Cumulative GPA = 4.0 or better.
2. Attendance rate = 95% or better. (Excluding major illnesses.)
3. Must have met all state and local requirements for graduation.
4. Written request from the student for early graduation:

- a. Must be received no later than November 1.
- b. Written permission from parent or guardian of student must accompany request.
- c. Request must include a plan to continue post high school education during the time coinciding with A-O H.S. second semester.
  - i. Must be accepted for enrollment at a recognized trade or technical school, community college, college or university.
  - ii. Must be registered for no less than six (6) semester hours or the equivalent of course work.
5. Must be approved by Principal and Superintendent.
6. Final approval by the Board of Education required.

Seventh semester graduates are not eligible to participate in extra-curricular activities during the eighth semester. (Examples: Seventh semester graduate may not participate in track.)

Seventh semester graduates are not eligible for end-of-the-year academic honors and recognition. (Examples: Seventh semester graduate is not eligible for Valedictorian or Salutatorian honors. Seventh semester graduate is not eligible for a perfect attendance award.)

A student who is a seventh semester graduate may participate in the Spring graduation ceremony if he or she chooses to do so. However, it shall be the responsibility of the student to make all arrangements with the school for ordering graduation announcements, graduation cap and gown from the school's supplier, etc. In order for the student to participate in the graduation ceremony the student must notify the high school principal no later than thirty (30) days prior to the date of the ceremony of his or her desire to participate. The student must attend all scheduled graduation ceremony practices. If the student has not made arrangements for his or her graduation cap and gown, has not notified the principal thirty (30) days prior to the graduation ceremony of his or her intent to participate in the graduation ceremony, or has not participated in the scheduled graduation ceremony practices, the student will not be permitted to participate in the graduation ceremony. During graduation ceremony practices and the graduation ceremony, the seventh semester graduate must abide by all school codes of conduct.

The form is provided at the end of this policy.

#### Certificate of Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

#### Service Member Diploma

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

**Instruction****Early Graduation Agreement Form**

The parties signed below acknowledge that:

1. They have received a copy of policy #6.300 "Graduation Requirements."
2. They have had the policy explained to them by a school administrator and have had an opportunity to ask questions.
3. They understand the eligibility criteria for 7<sup>th</sup> semester graduation, including
  - a. Cumulative Grade Point Average requirement.
  - b. Attendance Rate requirement.
  - c. State and Local Graduation requirements.
  - d. Written request from student and parent deadlines.
  - e. Post high school education plan.
  - f. Approval process.
4. They understand the restrictions involved in graduating at the end of the seventh semester, including, but not limited to:
  - a. Not eligible to participate in extra-curricular activities during the eighth semester.
  - b. Not eligible for end-of-the-year academic honors and recognition.
5. They understand their responsibilities regarding spring graduation if the student chooses to participate.

By signing below I understand the policy and procedures described above.

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

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/27-3, 5/27-22, and 5/27-22.10.  
105 ILCS 70/, Educational Opportunity for Military Children Act.  
23 Ill.Admin.Code §1.440.

ADOPTED: 6/9/14  
REVISED: 2/9/15  
11/11/19  
1/13/20  
5/10/21