



IKF - GRADUATION REQUIREMENTS

Incorporates & Replaces Maynard School Committee Policy #631

In order to graduate from Maynard High School, a student must have earned at least 110 credits and complied with all state accountability requirements. A full-year course that is successfully passed is worth 5.00 credits. A semester-long course that is successfully passed is worth 2.50 credits. A quarter-long course that is successfully passed is worth 1.25 credits.

Courses in the following areas are required as part of the overall 110 credit total:

English	Pass at least four years of English.
Mathematics	Pass four years of mathematics, one of which may be a Computer Science course approved by the principal. Waivers are available for students who qualify.
Science	Pass at least three years of science, one of which may be an Engineering course approved by the principal.
Social Science	Pass at least three years of social studies including one course of United States history.
World Language	Pass at least two years of foreign language (same language both years). Waivers are available for students who qualify.
Physical Education	Pass at least two Physical Education classes prior to graduation.
Fine Arts	Pass at least one unit (equivalent of 1 year) of a fine arts course. Waivers are available for students who qualify.
Senior Capstone	Completion of a full-year course, or two semester-long courses, in Senior Project or an alternative capstone activity approved by the principal.

Civics	Complete 1 civics action project. The Commonwealth of Massachusetts Department of Elementary and Secondary Education requires that "All middle and high school students in the state must be provided opportunities to complete projects during [starting with] the 2020-21 school year."
MCAS	As prescribed by the Department of Elementary and Secondary Education.

All Massachusetts high school students are required to be in structured learning time for 990 hours within 180 school days. This requirement means that all students must be in direct instruction each period of every day. The only exceptions to this requirement are for credit-bearing courses and other academic opportunities, such as dual enrollment, internships, and work-study.

Other requirements may be established by the school committee, or be established by the state, in relation to the particular program as shown above. Otherwise, the additional credits needed for graduation may be selected from among elective courses. Further academic guidelines and expectations, including expectations for grade promotion, can be found in the program of studies and the student handbook.

Credit for Foreign Study: Students who are away for a term or year to participate in a student exchange program or otherwise study abroad may receive credits toward high school graduation when: 1. Study plans are approved by the school administration in advance. **And** 2. The institution where the study occurred submits a record of the student's work. In these instances, the Principal and the student's School Counselor will evaluate the work and assign credit for it according to standards prevailing at Maynard High School.

Graduation diplomas from Maynard High School shall be based on learning achievement rather than on the amount of time students spend in attendance. A student may graduate from Maynard High School after having earned 110 credits, with 20 credits in the senior year, and by successfully completing a sequence of courses that meet the requirements set forth in this policy. The number of credits awarded upon completion of a specific course may be reduced for the attendance reasons set forth in the "Maynard High School Student Handbook."

1. Exchange or Transfer Students

Upon entry into Maynard High School, the academic achievements of a student who is transferring into Maynard High School will be assessed by a school counselor. The Principal's determination will be final and noted in the student's record regarding which Maynard High School courses and how many credits the student must complete to become eligible for a diploma.

2. Academic Deficiencies

Students who, because of academic deficiencies, cannot graduate or who are in jeopardy of not graduating with their class will be notified in writing along with their parents or guardians by certified mail, or alternatively, by read receipt email, the summer preceding their scheduled graduation year. At this time, those students and their parents or guardians will receive a schedule of classes for the coming year. Necessary adjustments to the student's schedule will be made only at the beginning of each semester and acknowledged in writing. Specific graduation requirements to be met by the student and a timetable for possible graduation will be included in the letter or email of notification to the student and their parents or guardians.

3. Requirements for Early Graduation

Any student may embark on an accelerated program which would result in the earning of all required credits in fewer than four years. In such a case a student may petition to graduate and receive a diploma if the following criteria have been met:

1. Recommendation from the School Counselor and Principal. The recommendation shall contain the reasons for special consideration.
2. Written permission from the student's parents or legal guardians.
3. Final approval by the Principal in consultation with the Superintendent:
 - a. At the end of the Sophomore year for students who plan to graduate at the end of their Junior year.
 - b. Prior to the beginning of the Senior year for students who plan to graduate at the end of the first semester of their Senior year.
4. Successfully passing MCAS tests as prescribed by the Massachusetts Department of Elementary and Secondary Education.

AMENDED AND RECODIFIED: 3/4/21 (Formally Policy #631)

PREVIOUS VERSIONS: 5/15, 5/09, 3/00, 1/95, 9/84, 5/82, 9/80, 2/79, 7/77, 5/76, 5/73

CROSS REF.: MHS Student Handbook and Program of Studies

SOURCE: MASC