

**CLOVIS UNIFIED
SCHOOL DISTRICT**

INSTRUCTION

Instructional Program

HIGH SCHOOL GRADUATION REQUIREMENTS

PURPOSE: To establish requirements for earning a high school diploma.

The mission of the District, in partnership with the community, is to provide exemplary educational programs and services that prepare students to be productive citizens in our democratic society. The following high school requirements encompass the knowledge, skills, and experiences needed to develop the essential habits of a productive citizen, which include habits of character, communication, citizenship, mind, self-direction, collaboration, wellness, and productivity.

A. Graduation Requirements For Comprehensive And Alternative High Schools

1.0 COURSE DISCIPLINES (Successful Completion)	GRADUATION REQUIREMENTS
1.1 Language Arts	<ul style="list-style-type: none"> • <u>Eight semesters</u> of English Language Arts
1.2 Mathematics	<ul style="list-style-type: none"> • <u>A minimum of 4 semesters</u> of mathematics which must include: Math 1 AND Math 2 OR Foundations of Math 2* <p>If any of the above courses were completed at the intermediate level, students are still required to complete 4 semesters of math while enrolled in high school.</p> <p>* In limited cases as determined by the principal or designee, a student may be placed in Algebra 1 instead of Math 1 or be placed in Geometry 1 or Applied Geometry instead of Math 2 or Foundations of Math 2.</p>
1.3 Sciences	<ul style="list-style-type: none"> • <u>Four semesters</u> of science to include: Two semesters of physical science, and Two semesters of biological science
1.4 Social Sciences	<ul style="list-style-type: none"> • <u>Six semesters</u> of social science to include: Two semesters of World History, and Two semesters of United States History, and • During the senior year, one semester of American Government and one semester of Economics

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1.0 COURSE DISCIPLINES (Successful Completion)	GRADUATION REQUIREMENTS
1.5 Physical Education	<ul style="list-style-type: none"> • <u>Eight semesters</u> of Physical Education to include: Four semesters of Core PE Four semesters of PE electives • A modified Physical Education program will be provided for those students who are not able to participate in Physical Education due to illness or other impairments. • The Board directs the Superintendent to establish clear guidelines for any exemptions in the PE requirement.
1.6 Health	<ul style="list-style-type: none"> • <u>One semester</u> of health science • The Board directs the Superintendent or designee to establish clear guidelines for any exemptions or waivers of the health requirement.
1.7 Academic Breadth	<ul style="list-style-type: none"> • Four semesters of any combination of the courses listed below: <ul style="list-style-type: none"> ○ World Language ○ Visual/Performing Art ○ CTE Course/Focus on College & Career Course OR • Two semesters of any of the above, plus one of the following: <ul style="list-style-type: none"> ○ An additional year of science (3rd year) ○ An additional year of math (3rd year) ○ One year of English or math intervention

2.0 OTHER REQUIREMENTS	GRADUATION REQUIREMENTS
2.1 Credit Requirements	Completion of <u>230 credits of work</u> at five units per subject per semester with grade of “D” or better.
2.2 Early Graduation	<ul style="list-style-type: none"> • The Board directs the Superintendent or designee to establish guidelines for early graduation. • Before October 1, a candidate for early graduation must complete and submit for approval the Early Graduation Petition (Exhibit No. 6146.1).

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2.0 OTHER REQUIREMENTS	GRADUATION REQUIREMENTS
2.3 Senior Class Schedule	<ul style="list-style-type: none"> A senior student must enroll <u>in at least five academic classes each semester</u>, one of which must be American Government/Economics and the other four academic courses must be approved by the principal or designee.

B. General High School Regulations

1. Earning Credits Through Alternative Education	Independent study high school/Clovis Online School credits will be earned at the rate of one credit for 16 hours of productive work through packets or Edgenuity Curriculum or other approved online curriculum.
2. Parent Conferences	The high school administration will establish procedures for holding conferences with the student, the classroom teacher, and parent and/or guardian, for those students who are performing below the competency level. This conference shall include a discussion of the assessment and description of the remedial program.
3. Diploma Policy	Diplomas will be issued to all students who have successfully completed unit, course competency and related requirements at the conclusion of their fourth year of high school. Students who meet the requirements before the conclusion of the fourth year may petition to receive their diplomas early.
4. Commencement Exercises	<p>All students who have qualified for a diploma and who are in “good standing” as determined by the principal are eligible for commencement exercises.</p> <p>Commencement ceremonies will be scheduled at the end of the spring semester. Students completing the required graduation requirements after seven semesters of work and who complete the early graduation process shall be offered the opportunity to be awarded their diploma in a ceremony in the principal’s office at the close of the seventh semester.</p>
5. Transfers	<u>To Alternative Education:</u> For students transferring into continuation classes from regular classes, grades and credits earned as of the date of transfer shall be transferred to continuation classes.

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C. Vocational Competency Certificate Program For Special Education Students

The Vocational Competency Certificate Program (VCCP) is a course of study option for special education students which leads to graduation with a Vocational Competency Certificate. The VCCP is intended for students with a current Individualized Education Program (IEP) and recommended by their IEP team upon entering high school in the ninth-grade year or no later than the beginning of the eleventh grade. The outcome of the VCCP provides students with the skills necessary for employability and self-sufficiency within the community.

1.0 COURSE DISCIPLINES (Successful Completion)	GRADUATION REQUIREMENTS
1.1 Language Arts	<ul style="list-style-type: none"> • <u>Eight semesters</u> of Vocational English, or • Four semesters of Vocational English and Four semesters of ACE English, or • Four semesters of Vocational English and four semesters of General Education English
1.2 Mathematics	<ul style="list-style-type: none"> • <u>Eight semesters</u> of Vocational Mathematics, or • Four semesters of Vocational Mathematics and four semesters of ACE Math, or • Four semesters of Vocational Mathematics and four semesters of General Education mathematics
1.3 Transition	<ul style="list-style-type: none"> • <u>Eight semesters</u> of Transition to include: Two semesters of Personal Transition, Two semesters of Career Transition, Two semesters of Life Transition, Two semesters of Accessing the Community
1.4 Health	<ul style="list-style-type: none"> • <u>Two semesters</u> of Vocational Health, or RSP Health/Geography, or General Education Health Elective
1.5 Physical Education	<ul style="list-style-type: none"> • <u>Eight semesters</u> of Physical Education to include: Four semesters of Core PE Four semesters of PE electives • A modified Physical Education program or Adapted Physical Education program (APE) will be provided for those students as determined by their IEP. • The Board shall direct the Superintendent to establish clear guidelines for any exemptions in the Physical Education Requirement.

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1.0 COURSE DISCIPLINES (Successful Completion)	GRADUATION REQUIREMENTS
1.6 Life/Career Path Emphasis	<ul style="list-style-type: none"> • <u>Four semesters</u> of a combination of Vocational Academics, ROP, CTE and/or Work Experience • <u>Two semesters</u> of Vocational Lifestyles
1.7 Academic Breadth	<ul style="list-style-type: none"> • <u>Six semesters</u> of RSP or General Education classes in Science, Social Science, Foreign Language, Visual and Performing Arts, Language Arts and/or Math Intervention.

2.0 OTHER REQUIREMENTS	GRADUATION REQUIREMENTS
2.1 Credit Requirements	Completion of 230 credits of work at five units per subject per semester with a grade of “D” or better.
2.2 Early Graduation	<p>The Board directs the Superintendent or designee to establish guidelines for early graduation.</p> <p>Before October 1st, a candidate for early graduation must complete and submit for approval the Early Graduation petition (Exhibit No. 6146.1).</p>
2.3 Senior Class Schedule	A senior student must enroll in at least five academic classes each semester, one of which must be Accessing the Community and the other academic courses must be approved by the student’s IEP team.
2.4 Vocational Certificate Policy	The certificate will be issued to all students who have successfully completed unit, course competency and the four-year experience requirements. The competencies are based on the Department of Labor Secretaries’ Commission on Achieving Necessary Skills (SCANS) and California State Standards.
2.5 Commencement Exercises	Based on Education Code sections 56390 and 56391, students with an Individualized Education Program who have completed an alternative course of study approved by the Board are entitled to graduate with a certificate as specified by the Board. The students are also eligible to participate in any graduation ceremony and any school activity related to graduation as long as it meets all other requirements of being a student in good standing with their school.

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District students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code section 51225.3 and those adopted by the Board. However, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the District or between District schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Within 30 days of the transfer or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code 51225.1)

E. Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the District may retroactively grant high school diplomas to: (Education Code 48204.4, 51430, 51440)

1. Persons who departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure.

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code section 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

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2. Former students who were interned by order of the federal government during World War II or who are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a District school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars.

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a District school.

F. Honorary Diplomas

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the home country following the completion of one academic school year in the District.
2. A student who is terminally ill.

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the District. (Education Code 51225.5)

Adopted: 05/13/1998

Reviewed: 04/29/2009

Amended: 05/26/1999, 01/31/2001, 01/08/2003, 02/26/2003, 09/10/2003, 05/26/2004,
05/10/2006, 01/23/2008, 04/29/2009, 05/23/2012, 12/10/2014, 01/27/2016,
03/08/2017, 11/18/2020 (BP 3209 renumbered as BP 6146.1)

EDUCATION CODE

47612 Enrollment in charter school

48200 Compulsory attendance

48204.4 Parents/guardians departing California against their will

48412 Certificate of proficiency

48430 Continuation education schools and classes

48645.5 Acceptance of coursework

48980 Required notification at beginning of term

49701 Interstate Compact on Educational Opportunity for Military Children

51224 Skills and knowledge required for adult life

51224.5 Algebra instruction

51225.1 Exemption from district graduation requirements

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51225.2 Student in foster care defined; acceptance of coursework, credits, retaking of course
51225.3 High school graduation
51225.35 Mathematics course requirements; computer science
51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation
51225.5 Honorary diplomas
51225.6 Compression-only cardiopulmonary resuscitation
51228 Graduation requirements
51240-51246 Exemptions from requirements
51250-51251 Assistance to military dependents
51410-51413 Diplomas
51420-51427 High school equivalency certificates
51430 Retroactive high school diplomas
51440 Retroactive high school diplomas
51450-51455 Golden State Seal Merit Diploma
51745 Independent study restrictions
56390-56392 Recognition for educational achievement, special education
66204 Certification of high school courses as meeting university admissions criteria
67386 Student safety; affirmative consent standard

CODE OF REGULATIONS, TITLE 5

1600-1651 Graduation of students from grade 12 and credit toward graduation
4600-4670 Uniform complaint procedures

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