

TITLE: 5670R Graduation Requirements

PURPOSE AND BACKGROUND: To establish guidelines by which a student may obtain a high school diploma and procedures for calculating GPA and ranking students

APPLICABILITY: High School Students

MONITORING RESPONSIBILITY: Building Principal

OUTLINE OF PROCEDURE:

A. Graduation Requirements:

1. The 21st Century Course of Study contains expectations for all students who enter ninth grade during or after the 2007-08 academic year. However, the Nevada Standard Diploma will still be effective for graduation. (Students must take, but not necessarily pass, all the courses listed under “21st Century Course of Study.” However, students must pass all courses listed under “Standard Diploma.”)

Required Areas of Study	21st Century Course of Study	Standard Diploma	Advanced Diploma
English	4	4	4
Mathematics	4 +	3	4
Science	3 ++	2	3
American History	1	1	1
American Government	1	1	1
World History	1	1	1
Physical Education ¹ ²	2	2	2
Health Education ²	.5	.5	.5
Use of Computers ³	.5	.5	.5
Art/Humanities & Career-Technical	1	1	1
Electives	4.5	6.5	6
Total Units Required	22.5	22.5	24

+Must include at least Algebra I and Geometry

++Must include 2 lab sciences

¹The District will exempt a student from one (1) credit of the two credit requirement for physical education if the student participates in interscholastic athletics, drill team, marching band, dance team or cheerleading squad if the activity is sponsored by the school and the student actively participates in the activity for at least 120 hours.

²Enrollment in Junior Reserve Officer Training Corps (JROTC) for one (1) year will satisfy one credit of physical education. Students who complete three (3) years of JROTC will satisfy two credits of physical education and .5 credit of health education.

³Competency in the use of computers will be determined by passing a minimum of a nine-week course in middle school, passing a computer competency examination or demonstrating competency as determined by the site administrator.

OPT OUT PROVISION FOR THE 21ST CENTURY COURSE OF STUDY: The parent or legal guardian, and an administrator or counselor at the school in which the student is enrolled must mutually agree to the modified course of study for the student, and that modified course of study must satisfy at least the requirements for a standard high school diploma or an adjusted diploma, as applicable. The student may be granted an exception to the 21st Century Course of Study on an individual basis. The student may opt out of one (1) math credit and one (1) science credit (see Appendix C).

- a. To receive an Advanced Diploma, each student must complete all requirements listed and achieve a minimum 3.25 weighted grade point average.
 - b. In addition to the earned credits required for graduation, the student must receive a passing score on all sections of the proficiency test as specified by NRS 389.015. For exceptions, see section M below.
2. Acceptable courses for the satisfaction of 1.0 unit of Arts/Humanities or Career and Technical Education requirement may be one of the following:
- | | |
|---|---|
| Art | Creative Writing |
| Music | Modern Literature |
| Drama/Theater | English Literature |
| Journalism | American Literature |
| Mythology | World Literature |
| History of Man | The Novel |
| Cultural Anthropology | Shakespearean Literature |
| Psychology | Short Story |
| Sociology | Critical Thinking |
| Any Career and Technical Education course | Foreign Languages (third and fourth years of instruction) |
3. A student may repeat a course in order to achieve a higher grade. The student shall not receive additional credit for the repeated course. The higher grade shall be recorded on the permanent record and the lower grade replaced with a repeated course notation.
 4. Students who enroll in state- or nationally-accredited distance learning, independent study/correspondence or college/university courses may earn ~~unlimited~~ **up to five** high school credits.
 5. A student who transfers to NCSD from another school, whether located inside or outside Nevada, shall abide by NCSD's graduation requirements unless he is in the 12th grade and NCSD's graduation requirements would not allow him to graduate by the end of the 12th grade. NCSD shall make every attempt to allow the student to graduate under its

minimum requirements or shall attempt to secure a diploma for the student from his school of origin.

6. NCSD may allow credit toward a high school or adult education diploma for a student's experiences outside high school if they are equivalent in kind or amount to the educational experiences being offered in the high school. The request must be made to the Superintendent/designee. NCSD may allow **one** credit for completing a public or private internship if the student satisfies criteria established by NRS 389.167.

B. Dual Credit:

All dual credit classes will be accepted and weighted as are honors and Advanced Placement classes. Each 3 to 5 credit college class is equivalent to .5 (1/2) NCSD credit. College courses taken below the "100" level are remedial and do not count toward graduation or dual credit status. **There is a limit of five dual credit courses throughout the student's high school career.** (See Appendix A)

- C. Students will attend four (4) full years of high school unless procedures for early graduation are completed and approved.

Application for early graduation must be filed with the Principal and received for approval by the Superintendent no later than three marking periods prior to the time the student requests to graduate or the end of the first nine weeks for Juniors. The student applying for early graduation must meet standards required of all high school graduates in NCSD. (See 5671 and Appendix B)

D. Graduating Seniors:

NRS 388.090 requires that all school districts schedule and provide a minimum of 180 days for school unless an alternate schedule is approved by the Nevada Department of Education. This legislation does not allow any variance for graduating seniors; therefore, final week will be held during the last week of school.

E. Class Ranking:

Calculation for class rank and valedictory status shall be carried out to the fourth decimal place. The determination of class ranking for the graduation ceremony will be made at the conclusion of the third nine week grading period of the senior year (seven semesters plus third quarter cumulative grade point average). Final determination of class ranking is based on eight semesters' cumulative grade point average. The senior student with the highest GPA (weighted) will be designated as the valedictorian. The senior student with the second highest GPA (weighted) will be designated as the salutatorian. In the case of a tie, co-valedictorians and/or co-salutatorians will be designated.

1. The graduating senior with the highest GPA will deliver the valedictory address.
2. The graduating senior with the second highest GPA will deliver the salutatory address.

- Honors graduate status will be accorded to those graduating seniors with a minimum weighted cumulative GPA of 3.5 or better, who earned at least one (1) credit in an Honors course, and who received a passing score on all sections of the proficiency test as specified by NRS 389.015.

F. Honors Classes:

- Honors, Advanced Placement and dual credit classes will be denoted with “*” at the end of the course title on the report card and the transcript.
- If the quality of a student’s work in an honors class falls below the level of B, a conference shall be held with the Principal, teacher, student and parents to determine whether the student should remain in the class the following semester.
- The following classes are designated as honors class subjects and will be weighted when figuring grade point averages at the third quarter of the senior year:

Honors Algebra II	Honors Anatomy/Physiology
Trigonometry	Honors Botany/Zoology
Honors Geometry	Honors English 9, 10, 11 & 12
Pre-Calculus	Honors World Literature
Calculus	Honors European History
Honors Physics	Honors U.S. History
Honors Astronomy/Geology	Honors U.S. Government
Honors Biology/Earth Science	Foreign Language (above first year)
Honors Chemistry	

G. Nye County School District Grading Scale and Course Weighting for Classes of 2014, 2015 and 2016:

- Letter grades and numerical value are indicated by the chart below:

<u>Course Point Range</u>	<u>Letter Grade</u>	<u>Value</u>
90-100	A	4.0
80-89	B	3.0
70-79	C	2.0
60-69	D	1.0
<60	F	0.0

The grade point average of a student enrolled in grades 9 through 12 must be computed to the fourth decimal place and rounded to the third decimal place. A grade point average that:

- Is less than 0.0005 must be rounded down; or
- Is 0.0005 or higher must be rounded up.

2. All honors, dual credit and Advanced Placement classes will be given a 1.0 weighting for the Class of 2014, 2015 and 2016 for a grade of “C” or above. This means that an “A” earned in a non-weighted class would be a 4.0, while an “A” in a weighted class would receive a 5.0. Beginning with the Class of 2017, a student may earn 0.025 additional weight for Honors and Dual Credit courses and 0.050 for Advanced Placement courses.
3. Examples of Nye County School District weighting system:

<u>Class</u>	<u>Grade</u>	<u>Weight</u>
Algebra II (non-weighted)	B	3.0
U.S. History (non-weighted)	A	4.0
Honors English II (weighted)	A	5.0
AP American Government (weighted)	A	5.0
Honors Chemistry (weighted)	B	4.0
Spanish II (weighted)	C	3.0
Woods II (non-weighted)	B	3.0

- a. Add all grades: $3 + 4 + 5 + 5 + 4 + 3 + 3 = 27$
 - b. Divide 27 by 7 (total classes) = 3.8571 (4th decimal place) = 3.857 GPA (rounded up)
 - c. Cumulative GPA is weighted in the same manner, using the total classes taken.
4. For the Class of 2018 and beyond, a weighted grade point factor for successful completion of honors, Advanced Placement and dual credit courses will be added as follows:

Honors	0.025
Advanced Placement	0.050
Dual credit courses	0.050

H. Credit by Examination

Credit by examination offers the opportunity for advanced students to progress at the student’s own learning rate. Credit may be awarded on demonstrated competence through an examination process, which is available only to students who have never taken the course for which a test is offered. The examination will be accessed through Odysseyware, and the District may charge \$50 per examination. Students may only take the examination in the first two weeks of a semester. Students may be allowed to earn a total of six external credits over his/her high school career through credit by examination.

I. ~~Religious Prayer at School-Sponsored Events~~

~~—Student-initiated prayer is allowed at school-sponsored events as long as there is no notation on the program and the time is merely turned over to the students without reference to their~~

~~part on the program. Private, voluntary prayer by individuals that does not interfere with the school's educational mission is constitutionally permissible.~~

J. ~~Baccalaureate:~~

- ~~1. Groups composed of interested students and their families may plan and organize baccalaureate services that are religious in nature. Attendance at such services should be entirely voluntary with students and school personnel acting as private individuals.~~
- ~~2. School district funds, including paid staff time, will not be used for baccalaureate services. Groups planning such services may rent and use school facilities under terms, conditions and rates prescribed by the district.~~

K. Notification that Senior Student is not Eligible for Graduation:

Parents of 12th grade students who have not passed all of the proficiency exams (Math, Reading, Writing and Science) or have not earned the credits necessary for graduation will be notified in writing at the beginning of the first semester and again at the beginning of the second semester of the student's senior year. The notification will clearly delineate what the student must complete in order to merit graduation. The notification will also include that remediation for the proficiency exam(s) was offered and refused.

Participation in the commencement ceremony does not mean a student has earned a diploma. A student who passes the proficiency examination(s) during the summer HSPE administration immediately after the completion of the senior year must be issued a high school diploma from the school of attendance. If the student fails the high school proficiency exam(s), he/she will be referred to the Adult Education Program.

The authority to waive any credit requirement rests with the State Superintendent of Public Instruction.

L. Adult High School Diploma Program:

- 1. Courses for graduation must initially be taken on campus. Should a student want to repeat a course through correspondence, he/she may do so upon written approval of the high school principal and counselor.
- 2. Elective correspondence courses must be approved in advance by the high school principal or counselor.

M. ~~External Credit Options:~~

- ~~1. Any community college/university level course which corresponds to a high school course may be taken in place of that course for fulfillment of graduation requirements. Any elective course will count.~~

- ~~— 2. The number of credits a student may earn through independent study/correspondence or college/university courses is six (6) credits.~~
- ~~— 3. Credit earned for high school courses taken through community college, university, independent study, correspondence or distance learning programs may count toward high school credit and graduation.~~
- ~~5. All college or university level courses with a designation of 3 to 5 credits are equivalent to .5 (1/2) NCS D credit.~~
- ~~— 5. College courses below the “100” level are remedial and do not count toward graduation or dual credit (see Appendix A).~~
- ~~— 6. There will be no exceptions to this policy.~~

~~N. Alternative Writing and Science Assessments:~~

~~In order to exercise the option to attempt the Alternate Writing or Science Assessment, the student must have failed the High School Proficiency Examination (HSPE) in Writing or Science at least two (2) times prior to the student’s 12th grade school year and must meet the following additional eligibility criteria by the end of the first semester of the student’s current senior year:~~

- ~~1. The student must have passed the HSPE in Reading and Mathematics.~~
- ~~2. The student must have an un-weighted grade point (GPA) of at least 2.75.~~
- ~~3. The student must have earned sufficient credits to be on schedule to graduate in his/her current graduating class.~~
- ~~4. Specific instructions for administering the Alternative High School Proficiency Assessments in Writing and Science are included in the Alternate High School Examination in Writing and Science Test Administration Manuals and must be followed exactly.~~

References: NAC Chapter 389, NRS 389.015 & 389.805
Revisions: February 19, 2014
Effective Date: January 31, 1996
NEPN/NSBA
Classification: IKF

Appendix A

**NYE COUNTY SCHOOL DISTRICT
APPLICATION FOR DUAL CREDIT**

Name _____ Date _____

Address _____ Zip _____

Parent's/Guardian's Name _____ Telephone _____

High School _____ Grade _____

I, _____ have read and agree and hereby request permission to apply for dual credit through the Early Studies Program. I agree to comply with all appropriate policies and regulations of the Nye County School District **(especially 5375 Policy/5670 Regulation)** and the attending institution while in the program, and I understand that credit will be granted only when the course requirements are satisfied and a transcript attesting to this is presented to my high school counselor. I have satisfactorily completed E.S.P. application forms and have been accepted into the program by the institution of higher education.

Student's Signature

Parent's/Guardian's Signature

The student has completed all necessary application forms. ~~has attained junior or senior status and~~ **The student** has a minimum of 3.5 or 3.0 cumulative grade point average respectively or has met the requirements as established by his/her L.E.P. and is eligible to participate in the Early Studies Program.

Counselor's Signature

Name of Institution _____

Requested Course Title and Number _____

High School Credit Requested _____

Approved Denied

Principal's Signature

Notes: All 3 to 5 credit classes are equivalent to .5 (1/2) NCSD credit.

College courses below the "100" level are remedial, will not be counted toward high school graduation and will not have dual credit status.

Appendix B

**NYE COUNTY SCHOOL DISTRICT
REQUEST FOR EARLY GRADUATION**

Requested Date of Graduation _____ School _____

Superintendent/Superintendent Designee
Nye County School District
484 S. West Street
Pahrump, Nevada 89048

Dear Superintendent:

_____ requests approval to graduate early. We understand that all State of Nevada and Nye County School District graduation requirements MUST be completed before a High School diploma will be awarded. We are aware the application must be filed with the Principal and received for approval by the Superintendent no later than three marking periods prior to the time the student requests to graduate or the end of the first nine weeks for Juniors.

We are aware that by graduating early, the student forfeits the right to compete for Valedictorian and Salutatorian but may compete for all other honors and scholarships.

[NOTE: Copies of the student's request to graduate early, a transcript, a class schedule, and an explanation of how the student will complete the 22.5 credits needed for graduation must be attached to this form.]

Sincerely,

Student _____ Date _____

Parent _____ Date _____

Counselor _____ Date _____

Principal _____ Date _____