

**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 “21<sup>st</sup> Century Course of Study.” However, students must pass all courses listed under “Standard Diploma.”)

<b>Required Areas of Study</b>	<b>21<sup>st</sup> Century Course of Study</b>	<b>Standard Diploma</b>	<b>Advanced Diploma</b>
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 <sup>1 2</sup>	2	2	2
Health Education <sup>2</sup>	.5	.5	.5
Use of Computers <sup>3</sup>	.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

<sup>1</sup>The 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.

<sup>2</sup>Enrollment 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.

<sup>3</sup>Competency 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 21<sup>ST</sup> 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 21<sup>st</sup> 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 up to **five six** high school credits.
- 5. A student who transfers to NCS D from another school, whether located inside or outside Nevada, shall abide by NCS D's graduation requirements unless he is in the 12<sup>th</sup> grade and NCS D's graduation requirements would not allow him to graduate by the end of the 12<sup>th</sup> grade. NCS D 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 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.~~

C. Early Graduation:

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)

D. Class Ranking:

Calculation for class rank and valedictory status shall be carried out to the third 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 completion of all high school credit coursework which equates to eight semesters' cumulative grade point average.

1. If a student's record includes courses that are marked in non-traditional fashion (i.e., pass/fail), the computation of class rank shall be based on those courses with traditional marks only.
2. The methods used to compute class rank shall be reported to students, parents and any authorized transcript recipient upon request. Class rank information shall be released in accordance with District policy:
  - a. To appropriate personnel;
  - b. At the written request or consent of the student and/or parent; or
  - c. In response to formal legal proceedings.

E. Valedictorian/Salutatorian:

The senior student with the highest GPA (weighted) rounded to the nearest hundredth as computed at the end of the eighth semester (will be checked at the end of the seventh semester) will be designated as the valedictorian. The 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. The valedictorian and salutatorian must be students continuously enrolled at the high school following the tenth school day of the student's senior year and with their cohort class (beginning in the 9<sup>th</sup> grade). The valedictorian must have earned the highest grade point average of ~~their~~ his/her graduating class based on the school's consistent use of either a weighted or unweighted scale.

1. Honors graduate status will be accorded to those graduating seniors with a minimum weighted cumulative GPA of 3.5 or better, who qualify for a 21<sup>st</sup> Century diploma and who received a passing score on all sections of the proficiency test as specified by NRS 389.015. Honors graduates may be honored in the graduation ceremony at the principal's discretion.
2. Any graduating senior who has disciplinary action taken against him/her serious enough to be placed on long-term suspension through the end of ~~their~~ his/her senior year will be disqualified from the status of valedictorian or salutatorian and will forfeit the right to participate in the graduation ceremony.

F. Honors Classes:

1. 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.
2. 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.
3. 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 the Class of 2016:

1. 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 third decimal place and rounded to the second decimal place. A grade point average that:

- Is less than 0.005 must be rounded down; or
  - Is 0.005 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 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.
  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) = 3.857 (3<sup>rd</sup> decimal place) = 3.856 GPA (2<sup>nd</sup> decimal rounded up)
  - c. Cumulative GPA is weighted in the same manner, using the total classes taken.
4. For the Class of 2017 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 the Nye County School District Distance Education Program**, 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. Notification that Senior Student is not Eligible for Graduation:

Parents of members of the Class of 2016 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.

Students may participate in graduation exercises only if they have completed State of Nevada and Nye County School District graduation requirements and have demonstrated compliance with the District's attendance policy. 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.

In order to participate in the graduation ceremony, a student must be attending a Nye County School District high school for the entire spring semester. Exceptions may be granted by the principal for students who transfer to a Nye County School District high school from outside the attendance area. As of the 2013-2014 school year, the State of Nevada will no longer be issuing Certificates of Attendance. Seniors who have not earned a diploma will not participate in graduation exercises (NO EXCEPTIONS).

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

J. For the Class of 2017 and 2018:

A pupil graduating in 2017 or 2018 must successfully complete the minimum number of credits required to receive a standard diploma, successfully complete all required courses, and pass all sections of the End of Course Examinations depending on graduation as stated in NAC 389.

**K. Biliteracy Program:**

**Students who meet the requirements of the biliteracy program in NRS 388 shall be awarded a diploma affixed with a State Seal of Biliteracy.**

L. Graduation Ceremony:

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. High schools participating in NIAA sport season activities may not hold their graduation ceremonies until all NIAA State events have been completed.

M. 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.

References: NAC Chapter 389, NRS 389.015 & 389.805  
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