

HIGH SCHOOL GRADUATION REQUIREMENTS

Students in the Olympia School District must successfully complete 22 annualized credits in grades 9-12, which include Washington state graduation requirements in Reading and Writing, Math and Science, as listed in the table below:

WASHINGTON STATE GRADUATION REQUIREMENTS

(Determined when a student first enters ninth grade)

CLASSES OF 2011-2012 <i>Students in grades 11-12 in 2010-11</i>	CLASS OF 2013 <i>Students entering grade 10 2010-11</i>	CLASS OF 2014 <i>Students in grade 9 in 2010-11</i>
<p>READING AND WRITING Pass reading and writing WASL/HSPE or assessment for students in special education. -OR- Pass reading and writing Certificate of Academic Achievement Option (state-approved alternative).*</p>	<p>READING AND WRITING Pass reading and writing HSPE or assessment for students in special education. -OR- Pass reading and writing Certificate of Academic Achievement Option (state-approved alternative).*</p>	<p>READING AND WRITING Pass reading and writing HSPE or assessment for students in special education. -OR- Pass reading and writing Certificate of Academic Achievement Option (state-approved alternative).*</p>
<p>MATH Pass math WASL/HSPE, end-of-year course exam (beginning in spring 2011) or assessment for students in special education. -OR- Pass math Certificate of Academic Achievement Option (state-approved alternative).* -OR- Earn two math credits (or career and technical course equivalent) after 10th grade.*</p>	<p>MATH Pass two math end-of-year course exams or assessment for students in special education. -OR- Pass math Certificate of Academic Achievement Option (state-approved alternative).*</p>	<p>MATH Pass two math end-of-year course exams or assessment for students in special education. -OR- Pass math Certificate of Academic Achievement Option (state-approved alternative).*</p>
	<p>SCIENCE Pass science HSPE, end-of-course exam (beginning in 2012) or assessment for students in special education. -OR- Pass Certificate of Academic Achievement Option (state-approved alternative).*</p>	
<p>OTHER REQUIREMENTS Meet all other state and school district graduation requirements: Culminating Project, High School and Beyond Plan and local credit requirements.</p>	<p>OTHER REQUIREMENTS Meet all other state and school district graduation requirements: Culminating Project, High School and Beyond Plan and local credit requirements.</p>	<p>OTHER REQUIREMENTS Meet all other state and school district graduation requirements: Culminating Project, High School and Beyond Plan and local credit requirements.</p>

*Students must take the HSPE once before using a state-approved alternative.

SUBJECT AREA GRADUATION REQUIREMENTS

- 1) Every high school course approved by the District will fulfill at least one of the subject area graduation requirements as listed in Policy 2410. The lists of which courses fulfill which subject area requirements are available upon request at each high school.

- 2) Certain courses may satisfy more than one subject area requirement. The process to approve a course for more than one subject area graduation requirement is as follows:
 - a) The individual or school department seeking approval for a course to be recognized as satisfying a second subject area graduation requirement must submit a written proposal to the District requesting such consideration.
 - The proposal will provide evidence that, at a minimum, the course meets the state-established content area standards for the subject area in which the second status is sought.
 - The District may develop specific criteria and acceptable forms of evidence for demonstration that a course meets the state-established content area standards for each specific subject area graduation requirement. These criteria and acceptable forms of evidence, if required, will be available upon request from the District Office.
 - The District may develop additional standards, beyond the state-established minimums, which must also be met for a course to be recognized as meeting a second subject area graduation requirement. Such standards, if required, will be available upon request from the District Office.
 - b) A District Review Team will assess the written proposal and decide whether the course is recognized as satisfying the second subject area graduation requirement.
 - The Review Team will be comprised, at a minimum, of one certificated staff member from each high school representing the subject area for which approval is being sought, and a representative from the District Office with responsibility for that subject area.
 - Reasons for approval or disapproval will be communicated to those making the request.
 - c) The individual or school department seeking approval for a course to be recognized as satisfying a second subject area graduation requirement will have the opportunity, upon request, to present their proposal to the District Review Team. Such a request will be communicated when the proposal is filed at the District Office.
- 3) Each credit earned from the successful completion of a specific course recognized as meeting more than one subject area graduation requirement must be designated to one or the other subject area requirement, not both. Students who want the credit they earned to be designated to the subject area requirement not typical for the course, must submit a written request to their school counselor or academic advisor. Such a request will have parent/guardian signature if the student is less than 18 years of age.

CREDIT FOR LEARNING EXPERIENCES CONDUCTED AWAY FROM SCHOOL OR BY PERSONS NOT EMPLOYED BY THE SCHOOL DISTRICT

- 1) Credit, including high school graduation credit, may be granted for school planned or approved learning experiences primarily conducted away from the facilities owned, operated, or supervised by the District or conducted primarily by individuals not employed by the District.

- 2) A proposal for approval of credit for such learning experiences will be submitted to the school principal or designee prior to the experience, at no additional cost to the district, and must include at least the following information:
 - a) Name of program or planned learning experience;
 - b) A schedule of the duration of the program, including beginning and ending dates within the school year;
 - c) The objective(s) of the program;
 - d) Which one or more of the state learning goals and related essential academic learning requirements are part of the program or planned learning experience;
 - e) Content outline of the program and/or major learning activities and instructional materials to be used;
 - f) A description of how student performance will be supervised, evaluated and recorded by the certificated staff or by qualified school district employees under the direct supervision of the certificated staff;
 - g) A description of intervention techniques and criteria for their use;
 - h) Description of how student performance will be assessed;
 - i) Qualifications of instructional personnel;
 - j) Plans for evaluation of program; and
 - k) How and by whom the student will be supervised.
- 3) The principal or designee may establish review criterion for specific subject area proposals. Such criterion, if established, will be available upon request in the principal's office.
- 4) A review committee(s) appointed by the school principal will assess the proposal and decide whether it will be approved. Reasons for approval or disapproval will be communicated to those making the request.
- 5) The decision of the committee may be appealed to the building principal. The principal's decision is final.
- 6) A list of approved programs will be kept on file in the principal's office.

RECOGNITION AND ACCEPTANCE OF CORRESPONDENCE COURSES, COLLEGE COURSES AND ELECTRONICALLY MEDIATED COURSES

- 1) Credit, including high school graduation credit, may be granted for completion of specific correspondence courses, college courses and electronically mediated courses.
- 2) Only those courses offered by approved schools will be accepted for the granting of high school credit. The following are approved schools:
 - a) Schools that are members of the University Continuing Education Association or accredited by the Distance Education and Training Council; and
 - b) Community colleges, technical colleges, four-year colleges and universities, and approved private schools in Washington State.

- 3) At the college or university level, five quarter or three semester hours will equal 1.0 high school credit. For the purpose of this subsection, "college and university course work" means course work that generally is designated 100 level or above by the college or university.
- 4) Community college high school completion program - Diploma awarded by community college. Five quarter or three semester hours of community college high school completion course work shall equal 1.0 high school credit. For purposes of awarding equivalency credit under this subsection, college and university high school completion course work includes course work that is designated below the 100 level by the college and the course work is developmental education at grade levels nine through twelve or the equivalent of a four-year high school program.

EARNED CREDIT (CREDITS EARNED PRIOR TO ENROLLMENT IN THE OLYMPIA SCHOOL DISTRICT)

The principal or designee is responsible for determining which credits will be recognized by the district for students enrolling from another state approved learning program (public school, approved private school), or from out-of-state, or out-of-country. Credits from another Washington public school or state approved private school or accredited out-of-state public school shall be accepted to the extent the credit matches a district graduation requirement, or may be counted as an elective credit. Decisions of the principal or designee may be appealed to the superintendent within fifteen school days of the initial decision.

CREDIT FOR WORK EXPERIENCE

The use of work experience as a part of the educational program of students should be regarded as part of the secondary school curriculum. The following are the bases upon which credit may be granted for work experience.

- 1) The work program will be supervised by the school.
- 2) The work experience will be specifically related to the school program of the student.
- 3) Credit given for work experience will represent growth in the student, and the type of work done should have definite educational value.
- 4) The job in which experience is gained will provide varied experience.
- 5) A work experience program will be supplemented by an adequate program of guidance, placement, follow-up and coordination between job and school by the career placement counselor.
- 6) Work experience as a planned part of a school subject may be included in the credit given for that subject (e.g., sales training class).
- 7) One credit may be granted for not less than one hundred eighty hours for instructional, work-based learning experience, and not less than three hundred sixty hours of cooperative work-based learning experience related to a student's school program.
- 8) A student participating must be legally employed and must have passed his/her sixteenth birthday.
- 9) An employer's report of the student's work record, indicating satisfactory progress on the job, will be filed with the school.

- 10) The regular state apprenticeship program, where the training is worked out cooperatively with the school and meets the standards for graduation requirements, is acceptable.

GRADUATION CEREMONIES

Students must fulfill all graduation requirements by the end of the last term of their senior year in order to participate in graduation ceremonies.



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