

GRADUATION REQUIREMENTS

Section 1. High School Graduation

In order to graduate from high school, a student shall

- A. complete the number and type of credits in grades 9-12, except as otherwise provided in this policy, required by the Indiana State Board of Education,
- B. attend at least seven (7) semesters in grades 9-12, and
- C. demonstrate proficiency of the academic standards established by the Indiana State Board of Education and Elkhart Community Schools through satisfactory completion of any one of the following three (3) procedures:
 1. The student achieves passing scores on Indiana's ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments;
 2. The student who does not achieve passing scores on Indiana's ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments may be eligible to graduate if the student does the following:
 - a. retakes the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments in each subject area in which the student has not achieved a passing score at least one (1) time every school year after the school year in which the student first takes the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments;
 - b. completes remediation opportunities provided to the student as outlined in Administrative Regulation IKF Section A(5)(2);
 - c. maintains a school attendance rate of at least ninety-five percent (95%) with excused absences not counting against the student's attendance;
 - d. maintains at least a "C-" average in the courses comprising the credits specifically required by the Indiana State Board of Education; and
 - e. either
 - 1) obtain a written recommendation from a teacher of the student in each subject area of the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments in which the student has not achieved a passing score. In order for a recommendation to be valid,
 - a) the principal must concur with the teacher recommendation, and
 - b) the recommendation must be supported by documentation, including the completion of Administrative Regulation IKF-(1) or IKF-(2), indicating the student has attained the academic standards in the subject area based upon

- (1) tests other than the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments;
or
 - (2) classroom work; or
 - 2) Complete
 - a) the course and credit requirements for a general diploma, including the career academic sequence;
 - b) a workforce readiness assessment; and
 - c) at least one (1) career exploration internship, cooperative education, or workforce credential recommended by the student's school.
3. Where a student is a child with a disability (as defined in IC 20-35-1-2), the student's case conference committee finds the following:
 - a. The student's teacher of record, in consultation with a teacher of the student in each subject area of the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments in which the student has not received a passing score, makes a written recommendation to the case conference committee. In order for a recommendation to be valid,
 - 1) the principal must concur with the teacher recommendation; and
 - 2) the recommendation must be supported by documentation, including the completion of Administrative Regulation IKF-(1) or IKF-(2), indicating that the student has attained the academic standards in the subject area based upon
 - a) tests other than the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments; or
 - b) classroom work.
 - b. The student meets all of the following requirements:
 - 1) retakes the ISTEP+: Algebra I and English 10 Graduation Examination End of Course Assessments in each subject area in which the student has not achieved a passing score as often as required by the student's individualized education program;
 - 2) completes remediation opportunities provided to the student to the extent required by the student's individualized education program;
 - 3) maintains a school attendance rate of at least ninety-five percent (95%) to the extent required by the student's individualized education program with excused absences not counting against the student's attendance;

- 4) maintains at least a “C-” average in the courses comprising the credits specifically required for graduation by rule of the Indiana State Board of Education and Elkhart Community Schools.
- D. Otherwise, satisfy all state and local graduation requirements.

Section 2. Granting Diplomas

A. Transfers from Other Districts

Any student, who completes his/her final semester of attendance and has earned at least six credits from an Elkhart high school during this time, may be granted a diploma from an Elkhart high school. That student must also complete all requirements for graduation from high school in the state of Indiana as described in Section 1 of this policy. The Superintendent may waive the requirement that the student earn six credits from an Elkhart high school if that student has completed all requirements for graduation from high school in the state of Indiana as described in Section 1 of this policy.

B. Transfers within Elkhart Community Schools

Elkhart high schools will grant a diploma to any student who has been in attendance at Elkhart high schools for seven (7) semesters and has completed all other state and local requirements for graduation as described in Section 1 of this policy.

C. Course Completion

Elkhart high schools will grant a Course Completion to a student who satisfies the requirements established in Section 1(A) and (B) of this policy, but who does not meet the academic standards established by the State of Indiana through satisfactory completion of any one of the three (3) procedures established in Section 1(C) of this policy.

D. Certificate of Completion

Upon the recommendation of the student’s teacher of record, Elkhart high schools will grant a Certificate of Completion to a child with a disability (as defined in IC 20-35-1-2) who is not eligible to receive a diploma or a Course Completion, but who has completed the four (4) year educational program as established through the student’s IEP.

E. Credit for Courses Completed Before Students Enter Grade 9

Credit earned for high school equivalent courses taken before students enter grade 9 will be granted in a manner consistent with Indiana laws, the rules and regulations adopted by the Indiana State Board of Education, and the Elkhart Community Schools.

F. Credit for Courses Completed More Than One Time

1. A student may repeat a high school course in which credit has been earned. Credit for a course required for graduation will only be granted one time, and the highest grade earned will be used to calculate student’s GPA.

2. The student's transcript will show the course each time it was completed and the grade assigned for each completion.
3. Some courses may be taken for multiple credits with all credits contributing to the GPA (e.g. band, choir, etc.).

Section 3. Early Graduation

For students fulfilling all graduation requirements as established in Section 1 of this policy in less than seven (7) semesters, a waiver may be requested. An application specifying the circumstances which make the waiver advisable will be submitted to the superintendent of schools for his review and approval.

References: 511 IAC 5-3-2
511 IAC 6-7-6

October 22, 2013