

December 7, 1999

**ADMINISTRATIVE MEMORANDUM NUMBER SEVENTY-FIVE**  
**GRADUATION REQUIREMENT OPTIONS**

1. Introduction

High school graduation is a significant step in fulfilling the mission of Granite School District: "To prepare every student with the knowledge and skills needed for lifelong success in a changing world."

Programs preparing students for high school graduation are based on specific periods of instructional time, on specific course requirements, and on defined elective areas of study. Fulfilling the graduation requirements listed in the District publication, The Senior High School Manual, embody the regular program pursued by students. However, in the interest of helping students succeed, the District allows for adaptation of the regular program to meet individual needs and learning styles.

Students seeking credit for work done in non-accredited settings (e.g. home school, non-accredited private schools, etc.) must be referred to the District Credit Evaluation Committee for evaluation of the activities.

2. Graduation Committee

Each high school has a graduation committee which reviews requirements and makes recommendations regarding adaptations and exceptions for individual students. Such recommendations are ultimately reviewed by the Board of Education in the final acceptance of graduates immediately prior to graduation.

3. Early Graduation

Early graduation from high school is possible for students at the end of their junior year or during the senior year, provided all required credits have been earned. Early graduates may be eligible for college or university scholarships. Plans to be an early graduate should be declared to the school as soon as possible.

4. Make-Up Classes and Credit

All high schools provide opportunities whereby students can make up credit for classes failed. The District prefers that make-up credit be earned through District programs.

## 5. Approved Alternative Credit Options

Following are District approved options for earning credit towards graduation. Classes may not be repeated for duplicate credit nor can a single class fill more than one graduation credit requirement.

### a. Satisfactory Completion of Course Content Regardless of Time

Education in Granite School District is based on the philosophy that learning takes place at an individual pace and in individual ways. All students should be allowed to progress through the curriculum and course content as rapidly as they can demonstrate mastery.

Credit may be granted for satisfactory completion of a district-approved high school course taken while a student is in junior high school. Conceptually this is similar to granting college credit for work done in high school (e.g. concurrent enrollment, AP classes).

It is also appropriate, for illness, absence, or through an IEP, to grant credit for classes completed over a longer than regular time period.

### b. Satisfactory Performance on Proficiency Examinations

Individual schools may grant permission to waive prerequisite courses and award credit upon successful completion of appropriate competency examinations. Such examinations are not intended to replace entire graduation requirements.

In Utah, the GED may not be taken to meet graduation requirements. A student enrolled in the Adult High School may take the GED and receive five units of credit toward the 24-credit Adult High School graduation requirement. The GED consists of five individual tests, each of which must be successfully completed for any credit to be awarded. Students must be at least 17 years old to take the GED. Credit may not be applied towards the Adult High School requirement until the student's class has graduated.

### c. Satisfactory Completion of Special Courses

The District accepts credit from private educational agencies which have current accreditation by the Utah State Office of Education.

The following special courses are approved for credit:

1. YESS, which operates in conjunction with state agencies (e.g. ARTEC, Decker Lake, Detention Center), courses.
2. Youth Development Education (YDE) courses.
3. Basic Training of any of the Armed Forces will result in three credits: one P.E., one Social Studies, and one elective credit.

### d. Satisfactory Completion of Home/Hospital Instruction

Credit will be awarded for successful completion of instruction in the home through the Home/Hospital program.

e. SEOP/IEP Proscribed Coursework

Credit will be accepted for correspondence, extension, or home study courses *from accredited institutions* only with prior approval and as part of an SEOP or IEP. Care should be taken to coordinate IEPs and SEOPs for students receiving special education.

f. Satisfactory Completion of Adult High School Courses

Credit will be awarded for successful completion of Adult High School courses when prior approval has been obtained and as part of the SEOP or IEP.

g. Satisfactory Completion of Special or Experimental Programs

Credit may be earned by satisfactory completion of experimental courses operated in accordance with Administrative Memorandum #21.

Credit may be earned by completion of an administratively pre-approved independent study project or report sponsored by a specific department in a school.

h. Satisfactory Completion of Young Parents' Courses

Credit may be earned by satisfactory completion of courses offered through the District Young Parents' program.

By the end of the first semester of their senior year, young parents must declare the school from which they wish to graduate. If young parents do not complete graduation requirements at the same time as their graduating class, they may graduate through the Adult High School.

i. Satisfactory Completion of a Higher Education Concurrent Enrollment Program

Students successfully completing concurrent enrollment classes will receive high school credit. ATC courses are also approved for high school credit.

/s/

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Superintendent