

Seattle Public Schools
HIGH SCHOOL GRADUATION REQUIREMENTS
For the Class of 2014

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To graduate and earn a diploma, the following six criteria must be met:

1. 20 CREDIT MINIMUM

See breakdown of specific credits on page 2 of this bulletin. The credit requirements are minimums both in terms of total credits required for graduation and for credits in the various subject areas. In order to ensure both work and college readiness, the district encourages students to exceed the requirements. Some high schools in Seattle Public Schools require more than 20 credits for graduation. Contact your school counselor for the specific credit requirements at your high school.

2. 2.0 GRADE POINT AVERAGE (G.P.A.)

Seattle Public Schools students must have a 2.0 or above cumulative Grade Point Average (G.P.A.) and a 2.0 or above Core G.P.A. (i.e., for all courses in English/Language Arts, Mathematics, Social Studies, and Science). See School Board Policy C 15.00.

3. STATE TEST – HIGH SCHOOL PROFICIENCY EXAM

In the class of 2014, students are required to meet standards in reading, writing and math based on state exams, state-approved alternatives or modified assessments for students receiving special education services.

4. CULMINATING PROJECT

The State requires all students to complete a culminating project in order to receive a high school diploma. Students will demonstrate essential skills through reading, writing, speaking, production and/or performance. Students may be asked to write a research paper, work with a mentor in a school or in the community, present to a community or peer panel, pull together a portfolio of work and/or develop a multi-media presentation. Contact the individual school for specific information.

5. HIGH SCHOOL AND BEYOND PLAN

The State requires all high school students to create a High School and Beyond Plan. Seattle Public Schools expects students entering the 9th grade to develop a 5-year plan including the 4 years of high school and the following year. School counselors will help students develop their individual plans. More information can be found at: <http://www.k12.wa.us/GraduationRequirements/Requirement-HighSchoolBeyond.aspx>.

6. SERVICE LEARNING

Seattle Public Schools requires students to complete 60 hours of service learning before graduation. Through service learning students apply their academic skills and knowledge in real-life settings. Contact individual schools for specific information.

MINIMUM HIGH SCHOOL GRADUATION REQUIREMENTS

SUBJECT	CREDITS ¹	REQUIRED COURSES	NOTES
English/ Language Arts	3.0	Introduction to Literature & Composition 9A, 9B World Literature and Composition 10A, 10B American Literature and Composition 11A and 11B	For 11 th grade courses students can substitute AP English Language and Composition 1 & 2 or IB Language and Literature 11A & 11B or IB Literature 11A & 11B.
Social Studies	3.0	World History 1, 2, 3 U.S. History 11A, 11B American Government & Economics Washington State History & Government	Students must also complete an OSPI developed classroom-based assessment in civics in the eleventh or twelfth grade.
Mathematics	3.0	Algebra I, Geometry and Algebra II* or more advanced course in the sequence .	*Students can elect to take an approved third mathematics credit tailored to their career path, in order to meet the Algebra II graduation requirement, but must obtain parent/guardian and high school approval. These approved alternatives include Financial Algebra, Applied Math 2, 3, and 4, and Principles of Engineering. See Third Year Mathematics link for more information.
Science	2.0	Select from approved course offerings	“At least one credit of the two science credits shall be in a laboratory science” WAC 180-51-060.
Occupational Education	1.5	Select from approved course offerings	Occupational Education credits may be earned in Exploratory or Preparatory CTE classes and certain approved non-CTE courses. See your counselor for details.
Health and Fitness (Health and Physical Education)	2.0	Select from approved course offerings 1.5 Fitness (Physical Education) .5 Health	The performance component of Fitness (physical education) may be waived for specific reasons such as physical disability or other reason described in RCW 28A.230.050. However, the content knowledge requirement must be met by either with course work in fitness education or completing the OSPI developed Concepts of Health and Fitness Assessment. RCW 28A.230.050; WAC 180-50-135; WAC 392-410-136; WAC 392-410-310; and WAC 392-410-340. Students must also complete an OSPI developed assessment in health during high school.
Fine Arts	1.0	Art, Music or Drama	Select from courses in fine, visual or performing arts. See your counselor for details.
Electives	4.5	World language and/or elective courses from other subject areas	2-3 years of world languages required for entrance into four-year college.
TOTAL CREDITS	20.0		Official WA State transcripts provide a record of courses completed, credits, and grades.

1. One credit equals 150 hours of planned instructional activities or the completion of an approved Alternative Course of Study. (WAC 180-51-050). Approved course offerings are listed in the Seattle Public Schools Catalog of Secondary School Subjects.
2. Students who have completed and passed a state history and government course in another state may have the Washington state history and government requirement waived. The study of the United States and Washington State Constitutions required under RCW 28A.230.170 shall not be waived, but may be fulfilled through an alternative learning experience approved by the school principal. Additionally, eleventh and twelfth grade students who transfer from out of state, and who have or will have earned two credits in social studies at graduation, may have the Washington state history requirement waived by the principal if they would not be able to graduate with their class without such a waiver.

CAUTION: Entrance requirements to four-year colleges and universities exceed Seattle Public Schools high school graduation requirements. Additional course work is required in most areas of study as well as an SAT or ACT score and grade point average. Check the college catalog and with the high school counselor for more information. There is an open-door admission policy to the two-year community colleges and public technical colleges in this state, though some programs of study may have specific requirements. However, it is clear that students who continue to enroll in a challenging course of study in high school are more likely to find success in whatever post-secondary option they choose.

RUNNING START

1. Eligible Juniors and Seniors (10 or more credits) may attend tuition-free classes at certain institutions of higher learning, including community and public technical colleges and earn high school and college credit simultaneously. An official transcript must be received from the college before credit can be recognized. Twelfth grade students should be aware that if they are relying on Running Start credit to meet graduation requirements, they will not be eligible to participate in commencement unless the college provides an official transcript prior to the commencement ceremony.
2. Students' accumulated credits are to be reviewed at the conclusion of each semester of schooling (including summer semester) to determine eligibility for Running Start. Students shall then be re-assigned to grade levels in accordance with the following schedule:

GRADE	CREDITS
10 th grade status	5 credits
11 th grade status	10 credits
12 th grade status	15 credits

⇒ Note: Juniors who are ready to graduate in June shall be assigned Senior status prior to graduation.

HOME-BASED STUDENTS

1. Home-schooled students transferring into the high school program must have on file with a "Declaration of Intent to Provide Home-Based Instruction" form prior to the transfer. The school district has the authority to determine the appropriate grade and course level placement, and the issuance of credit, if any, in compliance with WAC 392-410-340.
2. Students who are home-schooled may access Running Start classes through their local public high school upon enrolling in the District, and provided they have obtained junior or senior standing and there is capacity at the student's grade level at the school.

EDUCATION CENTERS CONTRACTED THROUGH INTERAGENCY

1. A student wishing to attend an education center must enroll through The Center, located at 3100 Alaska Street, Seattle, 98108. The Center staff will enroll the student, assess the student's educational needs and assign the student to an Education Learning Center.
2. Education Learning Center students may attend the centers for one academic year, and earn up to eight (8) credits in that time.

SEATTLE TECH-PREP PROGRAM

Seattle Tech-Prep Program enables a high school student to remain in high school and apply credits earned in this program towards an associate degree or certificate at one of the three Seattle Community Colleges and/or approved statewide post-secondary articulations. For more information on Tech-Prep programs in Seattle Public Schools visit: <http://www.techprepseattle.org/>.

CREDIT FOR CORRESPONDENCE OR COLLEGE COURSES

(WAC 392-410-310 and School Board Policy C16.00)

Seattle Public Schools will only grant credit, including high school graduation credit, for correspondence or non-Running Start college courses obtained from: (1) schools that are members of the National University Continuing Education Association or accredited by the Distance Education and Training Council; (2) community colleges, technical colleges, four-year colleges and universities (either public or private), and approved private high schools in Washington state; and (3) other schools or institutions, including electronically mediated schools or programs, which are approved, after evaluation of a particular course offering, by the Superintendent or the Superintendent's designee or on the OSPI Digital Learning Department approved provider list. When high school credit is awarded for such courses, it must be based on adherence to the following guidelines:

1. The courses must be taken while the student is enrolled in the Seattle Public Schools.
2. Written approval of the principal of the high school must be given before the course is undertaken.
3. The approval statement must include a statement of the subject in which credit is to be given and a statement of the number of credits to be earned.
4. The principal or designee shall award credit only after an official transcript has been received.

CREDIT FOR ALTERNATIVE COURSES OF STUDY

(WAC 392-121-107 and School Board Policy C04.00)

Students can earn credit for alternative courses of study, which include Alternative Learning Experiences (ALEs), Running Start, National Guard service, supervised and approved learning experiences away from the high school, work-based learning, other courses offered by a school or institution if specifically approved for credit by the district; and learning experiences conducted by persons not offered by a school or institution if specifically approved for credit by the district; and learning experiences conducted by persons not employed by the school district. Credit is rarely given for participation in educational programs provided by persons or organizations outside the school district. Procedures for granting of credit for all alternative courses of study include:

1. Approval to participate for credit must be received prior to the experience. A proposal for approval must include the following information:
 - a. Name of program, course title and number from the Catalog of Secondary School Subjects to which the learning experience is clearly related and for which credit will be awarded.
 - b. Length of time for which approval is desired.
 - c. Objectives of program, content outline, and/or major learning activities and instructional materials to be used if the alternative learning experience is not part of an accredited college course.
 - d. Number of credits to be earned.
2. Further requirements, including a Student Learning Plan, are necessary for ALEs. See School Board Policy C04.00.
3. The principal, in consultation with a counselor and the appropriate department head when necessary, must approve the proposed program in writing prior to the start of the experience or activity for which credit is requested.
4. Credit is only awarded after provision of an official transcript to the principal or principal's designee. If an official transcript is not generated by the alternative course of study itself, a statement by which the student's achievement will be evaluated and awarding of credit determined must be provided for consideration.
5. Approval will not be granted for participation in programs which exclude participants on the basis of sex, race or ethnic group, religion, or handicap.

CERTIFICATE OF ACADEMIC OR INDIVIDUAL ACHIEVEMENT

Students who pass reading, writing AND math will earn a Certificate of Academic Achievement (CAA) from the state which is a separate document acknowledging passing all of the 3 subjects on the state test. Students receiving Special Education services have the same criteria; however have some additional alternative testing options available to them in 11th and 12th grade. Students receiving Special Education services that pass reading, writing AND math using an alternative test they will earn a Certificate of Individual Achievement (CIA) from the state. Both the CAA and CIA are recognition only for passing the state tests in reading, writing and math and are not required for graduation and are state, not district documents. They are not required for earning a diploma.

WAIVER OF DISTRICT HIGH SCHOOL GRADUATION REQUIREMENTS

1. Four years of attendance (grades 9-12) are usually necessary for graduation. Principals may waive district graduation requirements for individual students when compelling educational and /or hardship reasons are documented.
2. While specific District high school graduation requirements may be waived for an individual student; **NO STATE REQUIREMENT MAY BE WAIVED** (i.e., state minimum credit requirements, Culminating Project and High School Plus Plan cannot be waived) except as where provided for under state law (i.e., full IB Diploma graduates, waiver of Fitness (Physical Education) credit on account of physical disability, employment or religious belief, or because of participation in directed athletics or military science and tactics or for other good cause).
3. The following procedures will be utilized for waivers of district graduation requirements:
 - ⇒ The student desiring a waiver will bring to the counselor a letter of petition signed by the parent or guardian. When the student has reached 18, the student rather than the parent or guardian may sign the letter.
 - ⇒ The counselor will inform the principal of the request for a waiver.
 - ⇒ The counselor will consult with and ask for a written recommendation from the appropriate department head(s) and make a recommendation, including rationale and evidence that minimum performance levels in the areas of basic communication and computation skills have been achieved.
 - ⇒ The principal will either grant or disallow the waiver and provide rationale for the decision regarding the request and will communicate that decision to the student and Regional Executive Director.

Further information on all of these subjects can be found in the District's *K-12 Counseling Manual*, which is regularly updated to reflect changes in law, regulations, and policy, and which contains the forms mentioned in this Bulletin.

POLICY

The Seattle Public Schools provides Equal Education Opportunity without regard to race, creed, color, national origin, sex, handicap/disability or sexual orientation. The District complies with all applicable State and Federal laws and regulations to include but not limited to Title IX, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, RCW49.60 "The Law Against Discrimination, and RCW28A.640 Sex Equality, and covers, but not limited to, all District programs, courses, activities (including) extra-curricular activities, services, access to facilities, etc. The Title IX Officer and 504 Coordinator with overall responsibility for monitoring and ensuring compliance is: Office of Equity and Compliance, 2445 3rd Avenue S., Seattle, WA 98124-1165.