

Section: **INSTRUCTION**

Procedure Title: **Exception to Graduation Requirements**

The following are guidelines for requesting participation in graduation without receiving a diploma.

- A. Applications will not be accepted prior to issuing of first semester grades for the current academic year.
- B. The board will consider applications using the following timeline:
 - 1. For special education students, students with serious health issues, and unusual circumstances, applications must be submitted by April 15th.
 - 2. For students unable to meet the state CAA requirement, applications must be submitted by June 1st.
- C. The student must meet one of the following criteria:
 - 1. Serious health issue;
 - 2. Unusual circumstances;
 - 3. Special education student with a Transition to Work Plan to be completed.
- D. For students petitioning the School Board to participate in the graduation ceremony due to NOT earning the State's Certificate of Academic Achievement (CAA), Certificate of Individual Achievement (CIA), or meeting the additional math credit requirement or failing to take the WASL annually as outlined in Section II, Part L, and Section VI of Policy 2410, the following criteria must be met and addressed prior to submitting an application for exception to the board.
 - 1. Only students enrolled within the Kelso School District by the end of first semester are eligible to apply for participation exception;
 - 2. The student must have been in regular attendance and be on track to complete the required 21 credits for graduation.
 - 3. The students must have completed a culminating project and high school and beyond plan;

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4. The student must be able to demonstrate that they have satisfactorily attempted to complete the alternative assessments to the WASL and/or taken advantage of remediation classes/interventions intended to improve the student's ability to pass the WASL or one of its alternatives. Teacher, counselor, or building administrator verification will be required;
5. The student must be able to document a plan of action to meet the State's CAA/CIA option and/or extra math credit requirements following the graduation ceremony in order to earn a diploma. This assurance and plan may include enrolling in summer remediation classes, taking the summer WASL exam, and enrolling in an educational program in the Fall designed for completing CAA/CIA and/or diploma requirements; and
6. The hearing date shall be the Monday prior to the graduation ceremony.

Applications may be obtained from (and returned to) the Superintendent's Office of the Kelso School District at 601 Crawford. Phone: 501-1927

Adopted: April 2007
Revised: January 28, 2008
Revised: August, 2008