

5460 - GRADUATION REQUIREMENTS

1 It shall be the policy of the School Board to acknowledge each student's successful completion of the
2 instructional program appropriate to the achievement of District goals and objectives as well as personal
3 proficiency by the awarding of a diploma.

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5 The Board shall award a standard high school diploma to every student enrolled in this District who meets
6 the requirements of graduation established by this Board or who properly completes the goals and
7 objectives specified in their individualized education program (I.E.P.) including either the exemption from
8 or the requirement to complete the State-mandated tests and the recommendation of the I.E.P. Team.

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10 Commencement exercises will include only those students who have successfully completed
11 requirements for:

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13 A. a standard high school diploma

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15 B. a special diploma

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17 ~~C. an in-school GED program diploma~~

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19 ~~D. a performance diploma option (GED exit option)~~

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21 EC. or a certificate of completion for graduation as certified by the high school principal
22 and accepted by the student. If the student does not accept the certificate of
23 completion the student may continue their enrollment in accordance with the terms of
24 the Code of Student Conduct.

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26 No student who has completed the requirements for graduation shall be denied a diploma as a
27 disciplinary measure. A student may be denied participation in the graduation ceremony based on
28 misconduct.

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30 The Board also shall grant an adult education diploma to all District residents over the age of sixteen (16)
31 who have legally left a K-12 program and met the requirements established by the State Board of
32 Education.

33 **GRADUATION REQUIREMENTS: HIGH SCHOOL**

34 **Graduation Defined**

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38 Graduation from a District high school implies that students have satisfactorily completed the prescribed
39 high school core curriculum in accordance with the provisions of Board policy and that they have
40 satisfactorily passed any examinations and other requisites set by the State Board of Education and the
41 Board. High school credits earned in grades 7 and 8 will apply to graduation requirements but will not be
42 used for acceleration of graduation.

43 **Standard Diploma Requirements for On-Time (4 year) or Early Graduation (fewer than 4 years)**

44 45 A. Number of Credits Required for Graduation

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48 The minimum number of credits required for graduation from high school is twenty-
49 four (24). As provided in s. 1003.4281, F.S. early high school graduation options for
50 students allow any student who has completed a minimum of 24 credits and meets
51 other graduation requirements as specified in s.1003.428, F.S. shall be able to
52 graduate from high school in fewer than eight semesters or the equivalent. Parents of

students who are eligible to graduate early will be notified of their student's early graduation eligibility. Students who graduate early will be able to continue to participate in school and social events, including graduation ceremonies, as part of the student's original cohort group. Eligible students who graduate early will continue to be included with their cohort group in final class ranking, honors designations upon graduation, and eligibility for valedictorian and salutatorian honors. Eligible students who graduate midyear during their 4th year of high school may receive a Bright Futures Scholarship award during their spring term as outlined in Florida Bright Futures Scholarship Program.

Students who entered high school prior to the 2013-2014 school year: Students may also select the three (3) year eighteen (18) credit standard college preparatory program or three (3) year eighteen (18) credit career preparatory program (for eighteen (18) credit options see GPA Requirement and Accelerated Graduation). Students who entered high school in the 2013-2014 school year and beyond may select the new eighteen (18) credit ACCEL graduation option. Students in their third year ~~in the of an~~ eighteen (18) credit option program may participate in senior activities directly related to graduation but are not eligible for participation in other senior activities or privileges.

1. Graduation Program Options

- a. twenty-four (24) credit program
- b. three (3) year eighteen (18) credit standard college preparatory program (For students who entered high school before the 2013-2014 school year)
- c. three (3) year eighteen (18) credit career preparatory program (For students who entered high school before the 2013-2014 school year)
- d. eighteen (18) credit ACCEL graduation option (For students who entered high school during the 2013-2014 school year and beyond)

2. Selection of a Graduation Program Option

- a. Students make their initial selection of a graduation program option while in 8th grade during the spring high school registration process. Students may elect to change this option at anytime through 12th grade.
- b. A student must achieve at least a level 3 on the most recent FCAT reading, mathematics and writing assessments in order to select an eighteen (18) credit accelerated graduation program option.

3. Procedure for Changing the Graduation Program Option

- a. Students may elect to change this option at anytime through 12th grade.

4. ~~Failure to Complete the Eighteen (18) Credit Graduation Program within Three (3) Years~~ For students who chose the three (3) year eighteen (18) credit option programs (college or career preparatory) before the 2013-2014 school year, failure to complete the eighteen (18) credit graduation program within three (3) Years

- a. A student who selects a three (3) year eighteen (18) credit graduation program option and does not meet the specific program requirements within three (3) years, automatically reverts to the twenty-four (24) credit graduation program option or the eighteen (18) credit ACCEL option.
- b. An eighteen (18) credit student who does not score at level 3 or higher on the grade 10 FCAT writing assessment, or achieve five (5) credits by the end of grade 9 or eleven (11) credits by the end of grade 10 will be reassigned to the twenty-four (24) credit program option.

B. Specific Credit Requirements for Graduation

(See F.S. 1003.43(1) for specific content requirements of designated courses.)

1. Beginning with students entering their first year of high school in the ~~2007~~ 2008-2010-2011 school year, specific course requirements for graduation include:

- a. Sixteen (16) core curriculum credits:
 - 1) English – Four (4) credits in English, with major concentration in composition, reading for information, and literature.
 - 2) Mathematics – Four (4) credits in mathematics, one (1) of which must be Algebra I, or a series of courses equivalent to Algebra I, or a higher-level mathematics course. For students entering 9th grade in the 2010-2011 school year, Geometry or equivalent courses must be one of the four required mathematics courses, and the Algebra I EOC Assessment requirement must be met (see section M – Statewide Assessment Program below). Students entering 9th grade in the 2012-2013 school year must also meet the Geometry EOC Assessment requirement (see section M – Statewide Assessment Program below). School districts are encouraged to set specific goals to increase enrollments in, and successful completion of, geometry and Algebra II and one (1) of which must be Geometry or its equivalent. For students who entered high school during the 2011-2012 or 2012-2013 school years, a passing score on the Algebra EOC awards course credit.
 - 3) Science – Three (3) credits in science, two (2) of which must have a laboratory component. For students entering 9th grade in the 2011-2012 school year, Biology must be one of the three required science courses. ~~Students entering 9th grade in the 2012-2013 school year must also meet the Biology EOC Assessment requirement (see section M – Statewide Assessment Program below).~~ For students entering 9th grade in the 2011-2012 school year and beyond, the remaining two (2) science credits must qualify as equally rigorous science courses.
 - 4) Social Studies – Three (3) credits in social studies as follows: one (1) credit in United States history; one (1) credit in world

history; one-half (1/2) credit in economics with financial literacy; and one-half (1/2) credit in United States government.

- 5) Fine or Performing Arts – One (1) credit in fine or performing arts, which may include speech and debate as well as many practical arts classes.
- 6) Physical Education/Health – One (1) credit in Health Opportunities through Physical Education (HOPE) to include integration of health. Participation in an interscholastic sport at the junior varsity or varsity level for two (2) full seasons shall satisfy the one (1) credit requirement in physical education if the student passes a competency test on personal fitness with a score of "C" or better. The competency test on personal fitness must be developed by the Department of Education. A school may not require that the one (1) credit in physical education be taken during the 9th grade year. ~~Completion of one (1) semester with a grade of "C" or better in a marching band class, in a physical activity class that requires participation in marching band activities as an extra-curricular activity, or in a dance class shall satisfy one-half (1/2) credit in physical education or one-half (1/2) credit in performing arts. This credit may not be used to satisfy the personal fitness requirement or the requirement for adaptive physical education under an individual education plan (IEP) or 504 plan.~~ Completion of two (2) years in a Reserve Officer Training Corps (R.O.T.C.) class, a significant component of which is drills, shall satisfy the one (1) credit requirement in physical education and the one (1) credit requirement in performing arts. This credit may not be used to satisfy the personal fitness requirement or the requirement for adaptive physical education under an individual education plan (IEP) or 504 plan.

- b. A minimum of eight (8) credits in elective courses selected by the student as part of the education plan.

Elective courses are selected by the student in order to pursue a complete education program to meet eligibility requirements for scholarships.

- c. Students entering 9th grade in 2011-2012 and beyond, must earn at least one-half (0.5) credit in a course delivered through a virtual environment. The course may be worth one-half credit (0.5), or one (1) full credit, but it must be a complete course earned in a virtual environment (for students entering 9th grade in 2011- 2012 and beyond, the virtual course may not be Driver Education).

2. Level 1 Courses, Remedial Courses, Non-academic Activities and Community Service Work

- a. Level 1 Courses: A student will not be placed in a Level 1 course for graduation credit unless the student's assessment indicates that a more rigorous course of study is inappropriate to meet the student's

needs. A written assessment of the need must be included in the student's Progress Monitoring Plan or IEP.

- b. Remedial Courses: Remedial instruction provided during high school may not be in lieu of English and mathematics credits required for graduation.
- c. High school students who score at Level 1 or Level 2 on ~~FCAT~~ the Florida Comprehensive Assessment Test (FCAT) 2.0 for Reading are required to complete an intensive reading course. Those students in grade 9 who score at Level 1 or Level 2 ~~must be in an intensive reading course or a content reading intervention on the FCAT 2.0 for Reading or students in grades 10-12 who score at Level 2 on the FCAT 2.0 for Reading and do not need instruction in decoding or text reading efficiency may receive reading remediation through a content area course with a Reading Certified/Endorsed, Content Area Reading Professional Development (CAR-PD), or Next Generation Content Area Reading Professional Development (NGCAR-PD) Qualified teacher in which remediation strategies are incorporated into course content delivery.~~ A high school student who scores at Level 1 or Level 2 on FCAT Reading but who did not score below Level 3 in the previous 3 years may be granted a 1-year exemption from the reading remediation requirement; however, the student must have an approved academic improvement plan already in place, signed by the appropriate school staff and the student's parent, for the year for which the exemption is granted. Those students who qualify for content reading remediation must also have an approved Secondary Individual Literacy Improvement Plan in place, and data must be available to show that Level 1 or Level 2 students do not have decoding or text reading efficiency issues based on district placement criteria.
- d. Nonacademic Activities: Credit for high school graduation may be earned for volunteer activities and nonacademic activities that have been approved by the State Board of Education.
- e. Community Service Work: Students may earn credit towards graduation by completing voluntary community service work or school service work. Credit may be earned by passing a one-half (1/2) credit elective social studies course and/or a one-half (1/2) credit elective course as designated by the District. Students must complete seventy-five (75) hours of service for each one-half (1/2) credit and meet other procedures established by the District. Community service credits may not be used for acceleration of graduation. The community service project site will be selected (within the District procedures) by the student. Each participating student must meet the community service requirements specified in F.S. 1003.43(1)(k). Credit may not be earned for community service provided as a result of court action. (See also Florida's Bright Futures Scholarship Program)

C. Career and Technical Education Course Substitutions to Fulfill Graduation Requirements

- 1. Any student in grades 9 through 12 who enrolls in and satisfactorily completes a job preparatory program listed below may substitute credit for a portion of

the required four (4) credits in English, three (3) credits in mathematics, or three (3) credits in science as specified.

2. The credit substituted for English, mathematics, or science earned through the vocational job preparatory program shall be on a curriculum equivalency basis. Vocational course substitution may not exceed two (2) credits in each subject area. A program, which has been used to substitute in one (1) subject area, may not be used to substitute for any other subject area.

3. Job preparatory programs which have been identified as being the equivalent of Business English I (#1001440), Business English II (#1001450), Business Mathematics (#1205540), Pre-Algebra (#1200300) General Science (#2002310), and Anatomy and Physiology (#2000350) are listed below:

a. ~~Business English I: Accounting Operations 8203300, Administrative Assistant 8212000, and Business Supervision and Management 8215100.~~

b. ~~Business English I and/or Business English II: Administrative Assistant 8212000.~~

c. ~~Business Mathematics: Administrative Assistant 8212000, Business Computer Programming 8206300, PC Support Services 8207200, Business Supervision and Management 8215100, Accounting Operations 8203300, Academy of International Business 8216100.~~

d. ~~Pre-Algebra: Electronics 8730000.~~

e. ~~General Science: Nursery & Floriculture Operations 8121200, Environmental Horticulture 8121500, Natural Resources & Forest Ecology 8118200 and Animal Science 8106100.~~

fa. Anatomy and Physiology: Allied Health Assisting 84171310, Electrocardiograph Aide 84171610, First Responder 84171710, Home Health Aide 8417190, Nursing Assistant 84172110 and Health Unit Coordinator 84171810, Veterinary Assistant 8115110.

~~4. A student who completes a job preparatory program and substitutes part of that program for Business Mathematics, Business English, Business English II, General Science, or Anatomy and Physiology may not take these courses and receive additional credit.~~

54. Business Technology Education Program Guidelines

a. ~~Business English I and Business English II are yearlong courses for vocational students. Students who earn a full credit in both of these courses may substitute them for English III and IV. Students who earn credit only in Business English I must take English III as their fourth English credit. Students who complete only one (1) semester of Business English I must take one (1) semester of English III to complete their third English credit and a full year of English IV to complete their fourth English credit.~~

b. ~~Business Mathematics satisfies one (1) year of the mathematics requirement for graduation. Since Business Mathematics is a level 1 course (waiver required) and does not prepare a student to meet the~~

~~algebra requirement for graduation, it is recommended that students take this course as their third mathematics credit only when a more rigorous course would not be appropriate. Business Technology Education program completers may use course substitution for this course as outlined in the Florida Course Code Directory and Instructional Personnel Assignments.~~

ea. In determining program completers in Business Education, Keyboarding and Business Skills (8200320) and Computer and Business Skills (8200330) may be combined as a substitute for ~~Business Systems and Technology I (8209020).~~ Computing for College and Careers (8209020) or Introduction to Information Technology (8207310)

~~d. The first semester or a full year of Word Processing I (8212010) may be substituted for the second semester of Business Systems and Technology I (8209020) provided the equivalent Student Performance Standards have been met.~~

~~e. Practical Computer and Business Skills (8200330) may substitute for the first semester of Business Systems and Technology II (8209030) provided the equivalent Student Performance Standards have been met.~~

D. Exceptional Student Requirements

Exceptional students must meet the requirements outlined for high school students in the general education program to earn a standard diploma. Additional policies pertaining to exceptional student education are located in the District's *Special Programs and Procedures for Exceptional Students Handbook* as referred in Exceptional Student Education. Access to a standard diploma for any exceptional student means that:

1. Exceptional students may enroll in any general education or exceptional student education course that is described in the District Course Code Directory to meet graduation requirements. Courses with special diploma performance standards will count only as elective credit toward a standard diploma.
2. Course accommodations are provided as needed in regular and vocational courses as specified on the Individual Education Plan (IEP). Accommodations cannot change course performance standards.
3. Test accommodations for classroom, District and State test administration procedures are provided as needed in regular and vocational courses as specified on the Individual Education Plan (IEP).
4. Exceptional students (except gifted, vision impaired, or speech impaired only) may pursue a special diploma if they ~~are unable to meet standard diploma requirements~~ meet the state exemption requirements, as specified on their IEP. The diploma decision may be determined at any time, but must be made by the IEP team no later than the end of the first semester of eighth grade or during the school year of the student's 14th birthday, whichever comes first. Annual parental consent must be obtained in order to administer the alternate assessment in accordance with s.1008.22, FS and for the provision of instruction in state standards access points' curriculum. This decision is

reviewed at least annually by the IEP team. The decision may be changed, understanding that it may increase the amount of time required prior to graduation.

E. Progress Toward Graduation in High School

1. Progress toward graduation in grades 9-12 shall be based on passing the FCAT or an EOC Assessment as outlined in the Statewide Assessment Program section below, mastery of subject matter by earning the required twenty-four (24) credits and earning the required cumulative unweighted 2.0 GPA. Students progress through high school each year at their own pace. When a student accumulates a minimum of seventeen (17) high school credits and completes three (3) full years of high school, senior or 12th grade status will be granted.
2. Students scoring below Level 2 on FCAT Reading or Mathematics, below 4.0 on FCAT Writing or the District writing test, or below Level 2 on FCAT Science or the District science test will receive remediation and may be retained. Additional diagnostic assessments aligned to FCAT will be administered. Upon subsequent evaluation, if the documented deficiency has not been remediated in accordance with the academic improvement plan, the student may be retained.
3. No students may be assigned to a grade level based solely on age or other factors that constitute social promotion.

F. Full Time Enrollment Requirement in Regular Schedule High School

Students shall be enrolled full time according to their school's master schedule during a school calendar year. A school calendar year includes first semester, second semester, and coursework completed prior to July 1st of each year. Students may earn credits in the regular high school program, including [Pinellas Virtual School](#), Florida Virtual School, and additional credits in the Extended Learning Program, adult school, the Florida Virtual School or college dual credit. A student may also earn credit in a regionally accredited public or private summer term program. During a grading period, a student must be enrolled in and attending at least four (4) courses at the high school in order to be a District student. Home education students may not enroll in more than three (3) courses (see also [Policy 9270 - Home Education](#)).

Credits earned in summer term, the Extended Learning Program, the Florida Virtual School, college dual credit or adult school may be used for the purpose of accelerating graduation.

G. Credit Requirements for Students Transferring from Out-of-State

If a student enters from out-of-state with fewer than six (6) credits, but is classified as a tenth grade student, the student must earn eighteen (18) additional credits to graduate. If a student enters from out-of-state with fewer than twelve (12) credits but is classified as an eleventh grade student, the student must earn twelve (12) additional credits to graduate; these credits must include as many required subjects as possible in order to give greater emphasis to the academic subjects. If a student enters from out-of-state with fewer than eighteen (18) credits but is classified as a twelfth grade student, the student must earn six (6) additional credits to graduate; these credits must include as many required subjects as possible in order to give greater emphasis to the academic subjects. For each such student transferring from out-of-state, "OUT-OF-STATE TRANSFER" should be entered in the comment

section of the student academic history screen to explain the possibility of a student's graduating with fewer than the regularly required number of credits for graduation. (See also Acceptance of Credits).

H. High School Students in Adult High School

With the approval of the high school principal/designee, twenty-four (24) credit standard diploma high school students who are within one (1) month of their sixteenth (16th) birthday or older may enroll in adult high school credit courses if any of the following apply:

1. A student who is in his/her third or fourth year of high school, is behind in earned credits, and cannot earn all needed credits in day school in time to graduate with his/her class, may enroll in a required subject area course s/he has not taken before for subject area credit with the exception of any courses that require an End of Course (EOC) exam to receive credit.
2. A student who is in his/her third or fourth year of high school, is behind in earned credits and cannot earn all needed credits in day school in time to graduate with his/her class, may enroll in an elective course s/he has not taken before for elective credit with the exception of any courses that require an End of Course (EOC) exam to receive credit.
3. A student needs forgiveness for a failed course with the exception of any courses that require an End of Course (EOC) exam to receive credit.
4. A student with an unweighted GPA of less than a 2.0 may enroll to replace a "D" grade with a grade of "C" or higher on a space available basis only with the exception of any courses that require an End of Course (EOC) exam to receive credit.
5. Course work is needed to meet requirements of the Florida Bright Futures Scholarship Program Certificate or the Early Graduation Option program (EGO).
6. Under extenuating circumstances with approval of the principal and Director of High School Education.

I. High School Students in the Pinellas Virtual School or Florida Virtual School

With the approval of the high school principal/designee and the student's parent, high school students may enroll in course work during or beyond the regular school day/year through the Pinellas Virtual School or the Florida Virtual School. High schools may also build ~~Florida~~ Pinellas Virtual School courses into their master schedules during the school day.

1. A student may not be enrolled simultaneously in the same course at both their school and the Pinellas Virtual School or the Florida Virtual School. Students should enroll in Pinellas Virtual courses or Florida Virtual courses at the beginning of a semester. While students await acceptance in a Florida Virtual School course, they must be enrolled full time in a District school.
2. Although Florida Virtual School may have institutional drop/add procedures and timelines, students must be enrolled in a full schedule in the District and may not drop a Florida Virtual School course that results in less than a full

course load. Florida Virtual School "W/F" grades will be treated as a grade of "F" on a student's transcript.

3. During a grading period, a student must be enrolled in and attending at least half of the courses at a regular high school.

J. Additional Credit for Dropout Prevention Students

A student enrolled in a Department of Education approved District Dropout Prevention Program may earn additional credit if enrolled in course modification classes and/or an after school work experience program and may be eligible to graduate in less than twelve (12) years (grades 1-12). Students enrolled in the school who have previously been retained one (1) or more grades may be eligible to participate in an upgrade program. If a student is in an eighth grade upgrade, the student will be classified as a ninth grader and enrolled in high school credit courses which may include approved course modifications if the student remains at the discovery school for the entire year. Eighth grade students at the school not eligible for the upgrade program may earn up to 1.5 non-academic high school credits.

K. Summer Term Credits

A student may earn high school credit by successfully completing a summer term course in a regionally accredited public or private summer term program.

The summer grades of students are acceptable as credit needed to meet graduation requirements provided the program meets the 120 class hours required by the State Department of Education and that the students shall have successfully completed an examination given by the school granting the credit. Courses offered in Extended Learning Programs and established in the state's Uniform Course Directory as "Credit Recovery" courses are not required to meet the 120 class hour requirement to grant elective course credit. Credit recovery courses may be used for grade forgiveness as outlined in Grade Forgiveness policy.

L. GPA Requirement

1. Students entering 9th grade during 2000-2001 and subsequent years must achieve a cumulative unweighted grade point average of 2.0 or above on a 4.0 scale to be eligible for a diploma. All high school courses taken will be included in the GPA calculation unless the grade has been forgiven. For diploma purposes, a grade point average of 1.950 or higher will be rounded to a 2.0.
2. Students entering high school before 2013-2014 and students selecting the eighteen (18) credit three (3) year Standard College Preparatory graduation program options must earn at least a cumulative weighted grade point average of 3.5 on a 4.0 scale.
3. Students entering high school before 2013-2014 and students selecting the eighteen (18) credit three (3) year Career Preparatory program must earn at least a cumulative weighted grade point average of 3.0 on a 4.0 scale.

M. Statewide Assessment Program

Each student must meet the requirements of the Statewide Assessment Program and must earn a passing score in FCAT reading, mathematics, and/or appropriate End-of-Course (EOC) assessments to be eligible for a diploma. The FCAT and EOC

assessments also serve as the assessment of a high school student's readiness to enter the workforce. Exceptional students are eligible for test administration accommodations as specified on their Individual Education Plan. Students with disabilities, whose abilities cannot accurately be measured by the Statewide assessment test, may be determined eligible for a waiver of the FCAT and EOC requirement for graduation (WFW code). (See Exceptional Student Education Procedures and Assessment). For students entering high school before the 2013-2014 school year, in order to select an eighteen (18) credit graduation option, a student must achieve at least a level 3 on the most recent FCAT reading, mathematics, and writing assessments.

All courses that have a required End-of-Course (EOC) assessment shall be yearlong courses in which credit will only be awarded at the end of the school year. According to state guidelines, courses that have an EOC assessment may require the student pass the EOC assessment in order to earn credit in the course. Students will be required to take the first semester exam. A second semester exam will not be administered in courses with an EOC. For courses in which the state requires that the EOC assessment comprise 30 percent of the final grade, the following formula will be used to determine the course grade:

$$[(T1+T2+T3+E)/4] \times 35\% + [(T4+T5+T6)/3] \times 35\% + [(EOC \text{ Assessment converted to 0-4 scale}) \times 30\%] = \text{course average}$$

Note: all T grades (six weeks) use letters to compute.

Credit Acceleration Program (CAP); a student who is not enrolled in or who has not completed the related course may take the EOC during any regular administration of the assessment. If the student earns a passing score, they will receive regular course credit (i.e. Geometry, not Geometry Honors) and a "P" for the course grade. The "P" does not impact a student grade point average.

N. Elective Credits

Remedial and compensatory courses taken in grades 9-12 may only be counted as elective credit. Credits for electives for a standard diploma may not include more than a total of nine (9) credits of remedial and compensatory courses, nor more than one (1) credit for exploratory vocational, nor more than three (3) credits for practical arts family and consumer sciences classes. ESE students pursuing a special diploma may earn additional elective credits.

O. Dual Credit Program

The Board has established articulation agreements with St. Petersburg College (SPC), the University of South Florida and the University of Florida. The SPC agreement enables District high school students to take college courses on the high school campuses or on a St. Petersburg College campus. Students who satisfactorily complete the requirements of the courses within the program receive college credit by complying with the District rules and high school credit prorated according to the college credit hours for each college course successfully completed.

1. To be eligible to participate in the dual credit program, a student must be a sophomore, junior, or senior attending a public high school in Pinellas County who has demonstrated prior academic achievement by attaining at least an unweighted 3.0 grade point average for academic dual credit or an unweighted 2.0 GPA for technical dual credit. Participating sophomores must be in need of a college course in order to meet specific graduation requirements. The University of South Florida agreement provides for early

admission into the Honors College only. Students entering the Honors College must have an unweighted minimum GPA of 3.8.

2. Approved dual credit courses are listed in the current District Course Code Directory. Courses may be added or deleted throughout the year by the mutual agreement of the College President and the Superintendent.
3. If a high school does not have enough students to form a dual credit class on the high school campus, two (2) options are available to eligible students:
 - a. A student may travel to a St. Petersburg College campus to take a district approved dual credit class as part of a student's class schedule. Class time in scheduled high school courses held on the high school campus may not be missed due to participation in this dual credit option. The student must provide his/her own transportation.
 - b. A student may participate in a dual credit class formed after school on a high school campus if the instructional materials are purchased from the school's instructional materials allocation. The School District is not eligible to collect FTE for this option.

4. In accordance with the Dual Enrollment Articulation Agreement between St. Petersburg College and Pinellas County Schools, a student taking dual enrollment courses for credit at SPC are limited to enrollment in a maximum of six college level courses at a time, which includes Advanced Placement, International Baccalaureate, Advanced International Certificate of Education and dual enrollment courses.

P. Diploma Requirements for Pinellas County Students Participating in Foreign Study

A twelfth grade student who participates in a foreign studies program may be granted a diploma from his/her regular District high school under the following conditions:

1. The student shall have successfully completed the eleventh grade or the first semester of the twelfth grade in a District public high school.
2. The principal of the District public high school from which the student intends to graduate agrees to the student's participation in the foreign studies program.
3. The student presents to his/her principal evidence indicating that the foreign school is a recognized/accredited institution qualified to grant such credit consistent with the standards of the country in which the school is located.
4. The principal subsequently approves the twelfth grade student's program of studies at the foreign school and verifies that credits earned at the foreign school are comparable to those approved for credit by the Board.
5. The student, upon completion of his/her foreign program of studies, presents to his/her regular school registrar an official transcript from such foreign school of attendance indicating that the student successfully completed the planned program of studies.
6. The student has successfully completed all other State and District requirements for high school graduation.

7. The principal has determined that the foreign school will not grant a diploma to the student because graduation requirements for the foreign school exceed those required by the Florida State Department of Education and the Board.

International Baccalaureate (IB) Program Diploma

The IB Program is the curriculum whereby students are enrolled in a program of studies offered through the IB Program and administered by the IB Office. A student who has successfully completed the following IB course requirements will receive a standard high school diploma.

- A. four (4) credits of language A (student's native language)
- B. four (4) credits of language B (foreign language)
- C. four (4) credits of Study of Individuals in Societies
- D. four (4) credits of experimental sciences
- E. four (4) credits of mathematics
- F. two (2) credits of IB sixth subject
- G. one (1) credit (100 hours) Theory of Knowledge
- H. one (1) credit Inquiry Skills (or equivalent)

Requirements equal twenty-four (24) total credits plus an extended essay, at least 150 hours of Creativity/Activity/Service and all internal and external IB assessments required by the IB Organization for diploma candidates.

The State Board of Education has established rules that specify the cutoff scores and IB Examination that will be used to grant postsecondary credit at community colleges and universities. Students shall be exempt from payment of any fees for administration of the examinations regardless of whether or not the student achieves a passing score on the examination.

University of Cambridge Advanced International Certificate of Education (AICE) Program Diploma

The AICE Program is the curriculum whereby students are enrolled in a program of studies offered through the AICE Program and administered by the AICE Office. A student who has successfully completed the following AICE course requirements will receive a standard high school diploma.

- A. four (4) credits of English Language
- B. three (3) credits of World Language
- C. four (4) credits of Social Studies
- D. four (4) credits of experimental sciences
- E. four (4) credits of mathematics
- F. one (1) credit of AICE Global Perspectives
- G. three (3) credits of AICE elective or other college level courses

H. one (1) credits other electives

Requirements equal twenty-four (24) total credits, and all AICE assessments required by the CIE Organization for diploma candidates.

The State Board of Education has established rules that specify the cutoff scores on AICE Examinations that will be used to grant postsecondary credit at community colleges and universities. Students shall be exempt from payment of any fees for administration of the examinations in the year they sit for the corresponding course, regardless of whether or not the student achieves a passing score on the examination.

Graduation requirements for the Three (3) Year Eighteen (18) Credit Programs for students who entered high school prior to the 2013-2014 school year, the Eighteen (18) Credit ACCEL graduation option and Early Admission to College

Three (3) Year Eighteen (18) Credit Programs and Early Admission to College

- A. Standard College Preparatory Program (three (3) year). Students must earn at least a "B" (3 points) in an unweighted class and a "C" (3 points) in a weighted class to receive course credit in the Standard College Preparatory Program. Eighteen (18) credits are required in the following courses:

1. English – four (4) credits (major concentration in composition and literature).
2. Mathematics – three (3) credits at the Algebra I level or above from the list of courses that qualify for state university admission. For students entering 9th grade in the 2010-2011 school year, four (4) credits are required and Geometry or equivalent courses must be one of the four required mathematics courses, and the Algebra I EOC Assessment requirement must be met.
3. Science – three (3) credits in natural science (two (2) must have a laboratory component).
4. Social Sciences – three (3) credits (one (1) credit world history, one (1) credit United States history, one-half (1/2) credit United States Government, one-half (1/2) credit economics).
5. World Language – two (2) credits or demonstrated proficiency in same second language.
6. Electives – three (3) credits. For students entering 9th grade in 2010-2011, two (2) credits are required.

At least six (6) of the eighteen (18) credits required for this program must be earned in classes that are advanced placement, IB, or dual enrollment.

B. Eighteen (18) Credit ACCEL Graduation Option

1. Meet all requirements for a standard high school diploma minus the physical education (HOPE) requirement, minus the virtual course requirement, and minus 5 elective credits.
2. Student must maintain a cumulative grade point average (GPA) of 2.0 on a 4.0 scale.

BC. Career Preparatory Program (three (3) year). Students must earn at least a weighted or unweighted "C" (at least two (2) points) in a class to receive course credit in the career preparatory program. Eighteen (18) credits required in the following courses:

1. English – four (4) credits (major concentration in composition and literature).
2. Mathematics – three (3) credits (one of which must be Algebra I). For students entering 9th grade in the 2010-2011 school year, four (4) credits are required and Geometry or equivalent courses must be one of the four required mathematics courses, and the Algebra I EOC Assessment requirement must be met.
3. Science – three (3) credits in natural science (two (2) must have a laboratory component).
4. Social Sciences – three (3) credits (one (1) credit world history, one (1) credit United States history, one-half (1/2) credit United States Government, one-half (1/2) credit economics).
5. Career Preparation – three (3) credits in a single vocational or career education program, three (3) credits in career and technical certificate dual enrollment, or five (5) credits in vocational career technical courses.
6. Electives – two (2) credits in electives unless five (5) credits are earned as referenced above. For students entering 9th grade in 2010-2011, one (1) credit is required.

CD. Early Admission to College/University

The Board has approved a graduation plan whereby students who meet the conditions of an early admission and advanced studies program may enter a designated college or university with fewer than four (4) years in grades 9-12. Such programs shall meet the following conditions:

1. Application for Early Admission to college which has a Board approved articulation agreement, as described in Policy 2271, may be made after satisfactory completion of three (3) full years of high school and a minimum of eighteen (18) credits.
2. The student who meets the conditions of an early admission and advanced studies program may be excused by the Board for the fourth (senior) year of high school providing the student has obtained the principal's signature on the District High School Application for Early Admission to College and has been enrolled as a public school student for at least the semester prior to participation in the early admission program.
3. The student may be awarded a diploma at the regular time of his/her class graduation, or at a time convenient to the principal, based on the following:
 - a. The student has completed one (1) academic year of college or equivalent with a normal class load and maintained at least a "C" average or equivalent; and the student has earned sufficient college credits creditable toward the high school diploma to fulfill graduation requirements as specified by the Board in Regular Diploma.

- b. The student provides the high school with a complete official college transcript of grades and credits earned.
 - c. The student's permanent record shall show adequate notations covering work accomplished while in college.
4. No early admission student will be included in class rank computations for valedictorian or salutatorian status. Early admission students are included, however, in a school's Talented 20 calculation.
 5. Early admission students may participate in high school sponsored athletics, the graduation ceremony and other school activities but must abide by the Code of Student Conduct.
 6. Early admission is a form of dual enrollment. The early admission student is not a full-time registered student in high school unless enrolled in an institution, which has a dual enrollment agreement with the District.
 7. Students who have attended a high school for three (3) years based on magnet enrollment or an approved SAP may receive their standard high school diploma from that school upon successful completion of the early admission to college program. These students will not, however, receive any recognition, special certification or diploma for magnet program completion. A student who leaves the early admission program to return to high school may attend the high school where the student attended grades 9-11.
 8. Early admission students are exempt from the payment of registration, matriculation and lab fees.

Special Diploma Options for Exceptional Students

The purpose of the special diploma is to prepare students with disabilities for adult living and employment after graduation. Students earning the special diploma may not be eligible for entry into two (2) year AA programs or into a four (4) year university or college. However, criteria may vary from college to college.

To earn a special diploma, exceptional students must:

- A. acquire the minimum number of credits twenty-four (24) for Option 1 or eight (8) credits for Option 2. Courses may be selected from general education, vocational, and special diploma courses;
- B. achieve required minimum GPA of 2.0;
- C. demonstrate mastery of Sunshine State Standards with Access Points for Special Diploma (Option 1A) or Sunshine State Standards with Access Points (Option 1B):
 1. Option 1A FCAT— ~~pursuing Special Diploma taking FCAT.~~ Florida Sunshine State Standards for Special Diploma taking FCAT. ~~with Access Points are designed to prepare students with intellectual disabilities for adult living and employment after graduation. The Sunshine State Standards with Access Points address the following strands: appropriate Sunshine State Standards, functional academics, life work, personal care, self-management, working with others, and communicating with others. Other ESE. This option enables students with disabilities to function at their highest levels and prepares them to participate effectively in postschool adult living and the world of work. These students may pursue a special diploma but~~ cannot take Access courses.

2. Option 1B FAA— Florida Sunshine State Standards with Access Points taking the FAA. This option allows students to be exempt from FCAT by taking the FAA. The student's IEP team determines annually whether the student will master each standard at the independent, supported, or participatory level. Alternate assessment, selected by the IEP team, is used to measure mastery of the Sunshine State Standards with Access Points. Successful completion of special diploma coursework, ~~which~~ includes the Sunshine State Standards with Access Points in the performance standards of the courses, ~~also~~ and documents mastery.

D. meet Option 1A, Option 1B or Option 2 requirements:

1. Option 1A (FCAT participants) Credit Requirements:
 - a. Language Arts/Reading - four (4) credits
 - b. Mathematics - four (4) credits
 - c. Science - three (3) credits
 - d. Career and Technical Education for students with disabilities or general career and technical education- four (4) credits
 - e. Physical Education - one-half (.5) credit and one-half (.5) credit in health, or one (1) credit in physical education to include the integration of health
 - f. Social Studies - two (2) credits
 - g. Electives - six (6) credits
2. Option 1B (FAA participants) Credit Requirements:
 - a. Access English – four (4) credits
 - b. Access Math – four (4) credits
 - c. Access Science – three (3) credits
 - d. Access Social Studies – two (2) credits
 - e. Access HOPE – one (1) credit
OR
Physical Education – one-half (1/2) credit and Health – one-half (1/2) credit
 - f. Career and Technical Education – four (4) credits
 - g. Electives – six (6) credits
3. Option 2 Work Experience Credit Requirements:
 - a. Language Arts/Reading - two (2) credits
 - b. Mathematics - two (2) credits

- c. Career and Technical Education for students with disabilities or general career and technical education, or special skills courses with an emphasis on community competencies - four (4) credits

4d. The student must be at least sixteen (16) years of age.

5e. The student should have successfully completed one (1) full semester or at least 18 weeks of successful, paid employment at minimum wage or higher.

6f. Mastery of annual IEP goals and competencies in training plan.

7g. All necessary training plans and IEP information must be completed and signed.

- E. An exceptional student (except gifted, ~~Vision Impaired~~ or Speech Impaired) who meets all standard diploma requirements but cannot achieve a passing score on the State's assessment test may earn a special diploma.

F. Students are required to take one online course. However, section 1003.428(2)(c), Florida Statutes (F.S.) provides exemptions for meeting the online course graduation requirement for students who either have individual educational plans (IEPs) that indicate an online course would not be appropriate or for students who have been enrolled in a Florida high school for one year or less.

Certificate of Completion

- A. A student will be eligible to receive a certificate of completion (W08) if the student has acquired the minimum number of required credits for graduation in grades 9 through 12, but has not achieved the appropriate cumulative grade point average and/or has not met the requirements of the Statewide Assessment Program as specified above.
- B. A student eligible to receive a certificate of completion (W8A) who has achieved a cumulative grade point average as specified above but has not met the requirements of the Statewide Assessment Program shall be awarded a College Placement Test Eligible certificate and will be awarded a standard high school diploma upon successfully meeting the requirements of the Statewide Assessment Program. The standard diploma will be issued by the high school the student last attended. The adult high school will issue the standard diploma if the student earned the majority of their twenty-four (24) credits in the adult program.

Graduation Assistance Opportunities

The following opportunities are available to assist students who need extra help to meet graduation requirements.

- A. Lacking the Credits Required for Graduation
1. Repeating a course to improve a grade.
 2. Extended Learning Program.
 3. Adult Evening School - for students sixteen (16) years or above in third or fourth year of high school and cannot earn all needed credits in a day school

in time to graduate with their class. Courses with an EOC exam may not be taken in Adult Evening School.

4. Options for Students Needing One (1) Credit or Less to Graduate After Four (4) Years in High School

A student who has been enrolled in high school and who has completed his/her fourth year and who needs one (1) credit or less to graduate from a regular day high school may, within one (1) year of completing the fourth year, enroll in an adult high school (with the exception of EOC exam courses), an approved dual enrollment course, Florida Virtual School, or a regionally accredited correspondence school to complete the credit needed for graduation without the necessity of re-enrolling in the regular day high school for the last semester immediately preceding graduation.

B. Lacking the GPA Required for Graduation

1. Repeating a course to improve a grade.
2. Adult Evening School – students sixteen (16) years or above may choose to attend an adult education class to replace a "D" grade with a grade of "C" or higher if the student is working toward a twenty-four (24) credit standard diploma and has an unweighted GPA of less than 2.0. Students will be enrolled to improve a "D" grade on a space available basis only. Courses with an EOC exam may not be taken in Adult Evening School.
3. Homework Helpline.
4. School-based assistance programs (e.g., National Honor Society tutoring).
5. Extended Learning Program.

Note: Parents of students who have a cumulative GPA of less than one-half (.5) above the cumulative GPA required for graduation at the end of each semester in grades 9-12 will be notified that the student is at risk of not meeting graduation requirements and options of the district has in place to assist these students in meeting the GPA requirement.

C. Lacking the Minimum Number of Attendance Hours Required for Course Credit

1. Repeating a course to improve a grade.
2. Adult evening school (sixteen (16) years or older) with the exception of EOC exam courses.
3. Extended Learning Program.

D. Lacking Statewide Assessment Program Requirements

1. After school tutorial services.
2. Adult evening school (sixteen (16) years or older) with the exception of EOC exam courses.
3. Homework Helpline.

4. School-based assistance programs (e.g., National Honor Society tutoring).
5. Thirteenth year of school.
6. Extended Learning Program.

Additional Schooling for Non-Graduates to Remedy Deficiencies

- A. Any student who is otherwise entitled to a certificate of completion (but has elected not to receive it) may elect to remain in a high school during the following school year for the duration of one (1) additional year either as a full-time student or as a part-time student to receive special instruction designed to remedy his/her identified deficiencies.
- B. Exceptional students are eligible for services until they earn a standard diploma or GED or through the school year in which they turn twenty-two (22). Exceptional students who have received a certificate of completion or special diploma may walk in a high school graduation ceremony and then return to high school through the school year in which they reach age twenty-two (22).

Eligibility for Students Younger than Eighteen (18) to Take the General Educational Development (GED) Tests

Students sixteen (16) years of age to eighteen (18) years of age who are residents of Pinellas County, shall be permitted to take the comprehensive examination for the equivalency diploma if one of the following conditions exists:

- A. The student's class (defined as that class in which the student would have entered kindergarten) has already graduated.
- B. The student is married and/or a parent.
- C. The student is experiencing extraordinary life circumstances and has written approval from the appropriate Assistant Superintendent.
- D. The student is a resident of Pinellas County and has met all of the following:
 1. is enrolled in a dropout prevention, dropout retrieval, in-school GED, exceptional student program funded through the Florida Education Finance Program (FEFP); or is court ordered to a GED class; or has been withdrawn from regular day school for at least three (3) months;
 2. has been counseled as to the educational alternative appropriate to the student's needs;
 3. has obtained a pretest score of 500 or better on all five (5) parts of the official GED Practice Test.

Unauthorized Diplomas

The granting of diplomas other than those approved by the Board is not allowed.

Final Semester Attendance Requirement for Diploma Eligibility

- A. Students who transfer out of the District before the last full semester of their senior year and do not return to this school system to complete the last semester of their senior year shall not be eligible for a diploma from the District.
- B. A student who transfers out of the District during the last full semester of their senior year shall not be eligible for a diploma from a District public high school unless the student has transferred to a school district with a policy which will not allow that district to grant a diploma to a student who was not enrolled for the entire semester prior to graduation. In this instance the District will work with the receiving high school to verify the student's final grades, GPA, and diploma eligibility.
- C. Students who transfer into a District high school during their senior year must be enrolled full time in District courses for the entire semester prior to graduation in order to be eligible for a diploma from a District public school. These courses may not be taken through Florida Virtual School. However, a District high school diploma may be granted to a student transferring in from a school district with a policy, which will not allow that district to grant a diploma to a student who was not enrolled for the entire semester prior to graduation.

Mid-term graduation ceremonies shall not be held in high schools.

Code of Conduct for High School Graduation Ceremonies

- A. It is the intent of the Board to set guidelines for high school graduation ceremonies that will help make graduation a dignified occasion, worthy of the time and effort students and parents have expended to accomplish the goal of students' graduating from high school. It is imperative that students, parents, teachers, and school administrators take an active part in implementing this code.
- B. Student Rights and Responsibilities:
 1. Student Rights:
 - a. Each graduating senior has the right to expect a dignified ceremony, worthy of recognizing the effort that has been applied in achieving graduate status.
 - b. Each graduating senior has the right to be properly recognized before family and friends without interference from any source.
 2. Student Responsibilities: Students attending graduation ceremonies are expected to fulfill the following responsibilities:
 - a. Students shall abide by all rules of dress and conduct as developed by the school.
 - b. Students shall avoid any behavior that would cause discomfort or embarrassment to any other graduate or the family or friends or a graduate.
 - c. Students shall follow all directions given by members of the school staff or administration.
- C. Student Conduct at Graduation

1 All students are expected to conduct themselves in a manner that will contribute to the
2 best interests of the graduating class. School authorities have jurisdiction over all
3 students during the graduation ceremonies. The Board's current Code of Student
4 Conduct shall apply to all participants and student spectators attending the graduation
5 ceremonies.
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8 F.S. 1001.32(2), 1001.41(2), 1001.42(23), 1003.03, 1003.428, 1003.429

9 F.S. 1003.43, 1003.435, 1003.438

10 F.A.C. 6A-1.095

11
12 Adopted 12/9/09; Revised 12/7/10, 12/6/11, 01/15/13, and / /14

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15 Approved as to form and legality:
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19 _____
20 School Board Attorney