

## **HIGH SCHOOL GRADUATION REQUIREMENTS**

The Governing Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

*(cf. 5127 - Graduation Ceremonies and Activities)*

*(cf. 5147 - Dropout Prevention)*

*(cf. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

*(cf. 6146.3 - Reciprocity of Academic Credit)*

### **Course Requirements**

To obtain a high school diploma, students shall complete the following courses in grades 9-12:

All graduates must complete a minimum of 220 credits of course work.

### **Specific Courses**

English - 40 credits

Social Studies - 35 credits which shall include:

- Modern World History I or European History I AP (10 credits)
- Contemporary World Studies (5 credits) or Ethnic Studies (5 credits) ***Beginning with the Class of 2024, students will be required to complete Ethnic Studies and CWS will not be an alternative***
- United States History I (10 credits)
- American Government (5 credits)
- Economics (5 credits)

Physical Education - 20 credits

There is required enrollment in physical education, during grade 9. The balance of the credits shall be taken in grade 10 or may be deferred to grade 11 or 12 based upon student need.

Science - 20 credits

Including 10 credits biological science and 10 credits physical science, of which 10 credits must meet the "d" requirement on the University of California "a-g" list.

Three course in Mathematics - 30 credits

*(cf. 6142.91 - Reading/Language Arts Instruction)*

At least one mathematics course, or a combination of the two mathematics courses, shall meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I or Mathematics I requirement, but shall not exempt a student from the requirement to complete three mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

*(cf. 6142.92 - Mathematics Instruction)*

*(cf. 6152.1 - Placement in Mathematics Courses)*

*(cf. 6142.93 - Science Instruction)*

*(cf. 6142.3 - Civic Education)*

*(cf. 6142.94 - History-Social Science Instruction)*

BP 6146.1(b)

**HIGH SCHOOL GRADUATION REQUIREMENTS** (continued)

Mathematics Waiver

a student has passed AP Calculus and the Advanced Placement test and has otherwise met the state requirement for two years of mathematics in high school, the third year district mathematics requirement shall be waived.

World, a course in American Sign Language Waiver of Requirement

Any student who enters the district with an English proficiency designation of N or L may have the World Language requirement waived. They will not receive credits for the waiver. All other EL students will need to fulfill the World Language requirement for high school graduation. World Language 10 credits to be completed by the end of Grade 10.

Arts: Fine and Performing - 10 credits anytime in grades 9-12.

Career Technical Education (CTE) - 10 credits anytime in grades 9-12Code 51225.3)

To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education. (Education Code 51225.3)

*(cf. 6142.2 - World Language Instruction)*

*(cf. 6142.6 - Visual and Performing Arts Education)*

*(cf. 6178 - Career Technical Education)*

*(cf. 6178.2 - Regional Occupational Center/Program)*

Health - 5 credits

Elective Credits - 40 credits

No more than 30 credits of School Community Service/Work Experience will be allowed toward the 220 minimum credits required for a diploma; and no more than one School Community Service/Work Experience can be taken during any given semester without the approval of the Principal.

### **Graduation Requirements: Total Credits - Adult School Students/Adult School Diploma**

All graduates must complete a minimum of 180 credits of course work.

### **Specific Courses**

English - 40 credits

Social Studies - 30 credits which will include:

- \* Modern World History I (10 credits)
- \* United States History I (10 credits)
- \* American Government (5 credits)
- \* Economics (5 credits)

*Physical Education and Activity)*

Physical Education is not required for an Adult School Diploma per state regulations.

Science - 20 credits which will include:

- \* Physical Science (10 credits)

- \* Biological Science (10 credits)

Mathematics - 30 credits

Including 10 credits of Algebra I.

Health- 5 credits

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)*

*(cf. 6142.4 - Service Learning/Community Service Classes)*

*(cf. 6142.8 - Comprehensive Health Education)*

Elective Credits - 55 credits, including, but not limited to, courses in:

- \* World Languages

- \* Fine/Performing Arts

**Graduation Ceremony Participation**

A student who intends to participate in the annual June graduation ceremony shall so indicate to the school's administration.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

*(cf. 6146.11 - Alternative Credits Toward Graduation)*

*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)*

*(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)*

**Exemptions from District-Adopted Graduation Requirements**

District students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code 51225.3 and those adopted by the Board. However, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a

BP 6146.1(c)

**HIGH SCHOOL GRADUATION REQUIREMENTS** (continued)

newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Within 30 days of the transfer or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code 51225.1)

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 5145.6 - Parental Notifications)*

**Optional Five-Year Program***(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6173.2 - Education of Children of Military Families)*

*(cf. 6173.3 - Education for Juvenile Court School Students)*

Given the district graduation requirements, the San Mateo Union High School District makes available a five-year high school program option for some students who enter district schools with no English proficiency (ELD I). The most salient feature of this five-year path is that it offers students an additional year to acquire the English they need and to take the classes required for graduation that they are unable to access as they learn English in ELD I classes.*(cf. 6175 - Migrant Education Program)*

When an ELD I student enters the district, counselors should create a graduation plan to determine if the student will need a 5<sup>th</sup> year to graduate. Counselors will create individual learning plans for qualifying students that will be reviewed on an annual basis to assess progress toward graduation. Each student's plan will list the coursework and the sequence necessary to meet District graduation requirements prior to the student's 19<sup>th</sup> birthday. When a student is approaching 18 years of age and is not behaving appropriately and/or advancing towards graduation, counselors will use these reviews to discuss options for alternative education programs.

All students who are placed on the Five year Plan will still have the option of completing their graduation requirements in four years.

### **Retroactive Diplomas**

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

BP 6146.1(d)

## **HIGH SCHOOL GRADUATION REQUIREMENTS** (continued)

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school
4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

### **Honorary Diplomas**

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district

*(cf. 6145.6 - International Exchange)*

2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

*Legal Reference: (see next page)*

BP 6146.1(e)

## **HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

*Legal Reference:*

**EDUCATION CODE**

47612 Enrollment in charter school

48200 Compulsory attendance

48204.4 Parents/guardians departing California against their will

48412 Certificate of proficiency

48430 Continuation education schools and classes

48645.5 Acceptance of coursework

48980 Required notification at beginning of term

49701 Interstate Compact on Educational Opportunity for Military Children

51224 Skills and knowledge required for adult life

51224.5 Algebra instruction

51225.1 Exemption from district graduation requirements

51225.2 Student in foster care defined; acceptance of coursework, credits, retaking of course

51225.3 High school graduation

51225.35 Mathematics course requirements; computer science

51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation

51225.5 Honorary diplomas

51225.6 Compression-only cardiopulmonary resuscitation

51228 Graduation requirements

51230 Credit for community emergency response training

51240-51246 Exemptions from requirements

51250-51251 Assistance to military dependents

51410-51413 Diplomas

51420-51427 High school equivalency certificates

51430 Retroactive high school diplomas

51440 Retroactive high school diplomas

51450-51455 *Golden State Seal Merit Diploma*  
51745 *Independent study restrictions*  
56390-56392 *Recognition for educational achievement, special education*  
66204 *Certification of high school courses as meeting university admissions criteria*  
67386 *Student safety; affirmative consent standard*  
CODE OF REGULATIONS, TITLE 5  
1600-1651 *Graduation of students from grade 12 and credit toward graduation*  
4600-4670 *Uniform complaint procedures*  
COURT DECISIONS  
*O'Connell v. Superior Court (Valenzuela)*, (2006) 141 Cal.App.4th 1452

*Management Resources:*

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, High School: <http://www.cde.ca.gov/ci/gs/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

Policy  
adopted:

CSBA MANUAL MAINTENANCE SERVICE  
December 2020