

EARLY GRADUATION REQUIREMENTS & REQUEST FORM MILLBROOK HIGH SCHOOL 2009-2010

Requirements

For graduation prior to one's class, a student must:

- A. Show satisfactory mastery of high school academic skills and concepts;
- B. Show a need for early graduation;
- C. Meet the graduation course and testing requirements that were effective the year he/she entered ninth grade for the first time; however, the total number of credits required may increase after the ninth-grade year.

Procedures

Procedures for Early Graduation

1. The parent(s)/court appointed custodian(s) of a student may request early graduation for the student by filing a written request with the school principal at least thirty days prior to the beginning of the student's last semester of enrollment.
2. The principal, with a committee of the local school staff, considers the request and approves or denies graduation prior to one's class on an individual case-by-case basis, subject to the criteria stated above.

*Students who plan to complete college admission requirements before their eighth semester in high school are encouraged to meet with their school counselor regarding college opportunities.

Parent(s) Written Request

Student Name _____ Date _____

Address _____

Street City State Zip

Parent(s) _____ Phone _____

Parent(s) written request: _____

Parent signature _____

Student signature _____

Please check one of the following: One year early Mid-year graduation

Circle one: I **will** / **will not** participate in the graduation ceremonies in January. June participation is not an option for early graduates.

Students are only allowed 6 tickets for guest (family and/or friends). No exceptions.

***Students graduating early (January) will not be eligible to participate in spring school-sponsored activities.**

*Courses needed for early graduation should be listed on the reverse side.

Check one:

The following student _____ has met the requirements for Early Graduation/Mid-year Graduation, therefore, is approved to graduate early.

The following student _____ has not met the requirements for Early Graduation/Mid-year Graduation, therefore, is not approved to graduate early.

Counselor Signature _____ **Date** _____

Principal Signature _____ **Date** _____

THIS SECTION IS TO BE COMPLETED BY THE COUNSELOR

Courses needed for Early Graduation:

1. _____
2. _____
3. _____
4. _____
5. _____

Please list any comments and/or concerns below:
