

## STUDENTS: PROMOTION AND RETENTION

Graduation Requirements

## I. PURPOSE

- A. TO IMPLEMENT THE STATE AND COUNTY GRADUATION REQUIREMENTS.

## II [2.] Definitions

- A. *Approved Study* – [Study will be considered “approved” when a student earns] A minimum of 21 credits in a [three] 3 to [four] 4-year time period following eighth grade. Fourth year alternatives will be APPROVED based on the individual needs of the student [and will include earning up to 8 credits in the day school]; early admission to [a college, or early admission to] an approved postsecondary school program; [Also,] OR [an] approved employment or internship [experience may be included as an additional alternative].
- B. BRIDGE PLAN – SPECIFIC MODULES DEVELOPED BY MSDE IN EACH HIGH SCHOOL ASSESSMENT AREA, BIOLOGY, ENGLISH, ALGEBRA/DATA ANALYSIS, AND GOVERNMENT. STUDENTS MUST MEET ELIGIBILITY CRITERIA TO PARTICIPATE.
- C. *[b.]Combined [Overall] Score [for High School Diploma Requirements]* – [The total of passing scores established by the Maryland State Department of Education] A COMBINED OVERALL SCORE OF 1,602 on the 4 Maryland High School Assessments in Algebra/Data Analysis, Biology, English 10, and Government.
- D. *[c]Credit* – [A] Unit of achievement awarded for the completion of a course and/or the successful demonstration of established learning goals. Course credits will be published in the course registration guide each year and will be accepted for either a high school diploma or a high school certificate of program completion.
- E. *[d.]Maryland High School Assessments* – The culminating tests required by the Maryland State Department of Education (MSDE) that are aligned with content standards and measure a student’s skills and knowledge.
- F. *Maryland High School Certificate of Program Completion* – The

official state document issued to students with disabilities who cannot meet the requirements for a diploma but who have completed the identified standards in a special education program.

G. *MARYLAND HIGH SCHOOL DIPLOMA – THE OFFICIAL STATE DOCUMENT ISSUED TO A STUDENT INDICATING FULFILLMENT OF THE MINIMUM ENROLLMENT, CREDIT, STATE ASSESSMENT, STUDENT SERVICE LEARNING, AND COMPLETER SEQUENCE REQUIREMENTS.*

[f. Minimum Score for High School Diploma Requirement – An acceptable score established by the Maryland State Department of Education below the passing score on a Maryland High School Assessment that may be used by a student to satisfy the combined score option.]

III. [1.] General Requirements

A. The Baltimore County Public Schools (BCPS) awardS high school diplomas and high school certificates.

1. To earn a high school diploma from [Baltimore County Public Schools] BCPS, students must satisfactorily complete all state and county graduation requirements.
2. Students with disabilities who cannot meet the requirements for a diploma may earn a Maryland high school certificate of program completion by meeting state and county requirements.
3. BCPS WILL AWARD A HIGH SCHOOL DIPLOMA TO ANY INDIVIDUAL WHO WAS HONORABLY DISCHARGED FROM MILITARY SERVICE IF THE INDIVIDUAL WAS ENROLLED AS A FULL-TIME BCPS STUDENT AND WITHDREW FROM SCHOOL TO ENLIST IN THE ARMED FORCES OF THE UNITED STATES DURING WORLD WAR II, THE KOREAN CONFLICT, OR THE VIETNAM CONFLICT. ANY REQUESTS FOR A DIPLOMA UNDER THESE CIRCUMSTANCES SHOULD BE DIRECTED TO THE OFFICE OF SCHOOL COUNSELING.

B. BCPS [The Baltimore County Public Schools] offerS instructional programs that [will] permit high school students to complete [their]GRADUATION requirements [for graduation] in a manner that best suits their individual needs. It is the responsibility of the [local] school principal and the professional staff to plan with the

students and their parents/guardians programs that have reasonable and feasible goals for satisfying state and county requirements for either a Maryland diploma or a high school certificate of program completion.

1. COMMUNICATION OF STUDENT PROGRESS TOWARDS GRADUATION MUST BE ESTABLISHED BY SCHOOL STAFF WITH THE USE OF:
  - a. 4/5 YEAR PLANS;
  - b. NOTICE OF ASSISTANCE FOR PASSING OF HSA; AND
  - c. SENIOR STATUS GRADUATION NOTICES BY FEBRUARY 1 OF A STUDENT'S SENIOR YEAR FOR STUDENT IN DANGER OF NOT GRADUATING.

IV. [3.]Enrollment Requirements

- A. [COMAR 13A.03.02.03 specified the] A student shall satisfactorily complete four years of approved study beyond the [eighth] G[grade 8 unless A WAIVER OF THIS REQUIREMENT IS APPROVED AS OUTLINED IN Pupil Services 206, *WAIVER OF FOURTH YEAR (PARTIAL OR FULL)* [one of the alternatives in COMAR 13A.03.02.10 OR .11 is satisfied. The alternatives include:
  - a. Early college admission
  - b. Early admission to an approved vocational, technical, or other postsecondary school program ,or
  - c. A waiver of the fourth year enrollment requirement, if all credit, assessments, and student service learning requirements are met, and if the Superintendent in conjunction with the Executive Director for Special Programs, determines that the waiver is in the best interest of the student. *Waiver* forms may be requested from the local school principal or guidance office.]

V. [4.] Credit Requirements [for Graduation and Single Diploma]

- A. [A single diploma is authorized by the State for all graduates.] TO BE AWARDED A DIPLOMA, A STUDENT SHALL HAVE EARNED A [The] minimum [number of credits required for high school graduation shall be] OF [twenty-one] 21 CREDITS.[, in courses identified as meeting State indicators in specific subject areas, of which seventeen (17) must be in the approved core of

general education courses and four (4) in an approved program sequence, which prepares students for postsecondary education and/or entrance into the workforce.]

- B. [Graduation credit requirements] F[f]or students ENTERING GRADE 9 PRIOR TO 2011, A STUDENT SHALL EARN THE FOLLOWING SPECIFIED CORE CREDITS AS PART OF THE 21 CREDIT REQUIREMENT [shall be]:

<u>SUBJECT Area</u>	<u>Units of Credit</u>
1. English - organized instruction in listening and speaking[,]; reading and literature[,]; [and] written composition; and use of language;	4
2. Fine Arts - visual arts, music, theater, and/or dance;	1
3. Mathematics - including [one] 1 credit in algebra and [One] 1 credit in geometry;	3
4. Physical Education - fitness foundations/fitness mastery;	1
5. Health Education;	0.5
6. Science - including [one] 1 credit in biology; earth, life, ENVIRONMENTAL and/or physical sciences in which laboratory experiences are an integral component;	3
7. Social Studies - including [one] 1 credit in United States history; [one] 1 credit in world history; [one] 1 credit in local, state, and national government; and [one-half] 0.5 credit in economics[]];	3.5
8. Technology E[e]ducation - [one] 1 credit that includes the application of knowledge, tools, and skills to solve practical problems and extend human capabilities); <u>AND</u>	1
9. In addition, [to meeting these specific credit requirements,] a student shall complete at least [one] 1 of the following program sequences <b>CONSISTING OF 4 CREDITS:</b>	4
a. [Four] 4 credits in a S[s]tate-approved specified sequence of courses in a career and technology completer program; <u>or</u>	
b. [Two] 2 credits in advanced technology courses	

- and [two] 2 credits in any elective; or
- c. [Two] 2 credits in World Languages and [two] 2 credits in an elective.

Total number of credits [= 21] 21

- C. FOR STUDENTS ENTERING GRADE 9 IN 2011, GRADUATION CREDIT REQUIREMENTS SHALL BE THE SAME AS SPECIFIED ABOVE, EXCEPT THE FOLLOWING LANGUAGE IS SUBSTITUTED FOR SECTION V(B)(9):
  - 1. IN ADDITION, A STUDENT SHALL COMPLETE AT LEAST 1 OF THE FOLLOWING PROGRAM SEQUENCES CONSISTING OF 4 CREDITS:
    - a. 2 CREDITS OF THE SAME HIGH SCHOOL WORLD LANGUAGE, OR 2 CREDITS IN AMERICAN SIGN LANGUAGE; AND 1 CREDIT OF A NON-TRIVIAL ALGEBRA IN THE FINAL YEAR OF HIGH SCHOOL BEYOND ALGEBRA I, ALGEBRA II, AND GEOMETRY; AND 1 CREDIT IN ANY ELECTIVE (SCIENCE RECOMMENDED), OR
    - b. 2 CREDITS OF ADVANCED TECHNOLOGY AND 2 CREDITS IN ELECTIVES; OR
    - c. 4 CREDITS BY SUCCESSFULLY COMPLETING A STATE-APPROVED CAREER AND TECHNOLOGY PROGRAM.

VI. [4.]Maryland HIGH SCHOOL [State] AssessmentS [Requirements for Graduation]

[a] For graduating classes of 2005 through 2008 – To be awarded the Maryland High School diploma all students, including middle school students who take high school level courses, must take the Maryland High School Assessment for English 10, Algebra/Data Analysis, Biology, and Government.]

A. [b]. STUDENTS WHO ENTERED GRADE 9 IN SCHOOL YEAR 2005-2006 AND BEYOND [For graduating classes of 2009 and beyond – To be awarded the Maryland High School diploma all students], including middle school students who take high school level courses, [must] SHALL take the Maryland High School AssessmentS (HSA) for a[A]lgebra/d[D]ata a[A]nalysis, b[B]iology,

English [10], and g[G]overnment. The student SHALL [must achieve one] SATISFY ONE of the following:

1. [the] P[p]ass EACH OF THE 4 HSA TESTS [score on each test, ];
2. ACHIEVE [a minimum score for each test and] a [overall] combined score OF 1602 ON THE 4 HSA TESTS [,];
3. ACHIEVE a [specific] score [on] AS ESTABLISHED BY a MSDE-approved [comparable] SUBSTITUTION assessment(s); [or]
4. ACHIEVE a passing score on the [four] 4 high school assessments by a combination of 1 and 3 ABOVE.
5. SUCCESSFULLY COMPLETE THE BRIDGE PLAN FOR ACADEMIC VALIDATION FOR STUDENTS WHO MEET ELIGIBILITY CRITERIA FOR EACH ASSESSMENT WHERE A PASSING SCORE IS NOT ACHIEVED.
6. A WAIVER MAY BE GRANTED IF ALLOWED BY MSDE AND THE STUDENT MEETS CRITERIA SET FORTH BY THE MSDE AND APPROVED BY THE BCPS' SUPERINTENDENT.

VII. [6.]Student Service Learning [Requirements for Graduation:]

- A. To be eligible for graduation, all students SHALL [must] complete [seventy-five] 75 hours of approved student service learning, which may begin during the middle school years.

VIII. [7.]High School Credit for Middle School Courses

- A. High school credit may be earned for selected middle school courses in science, mathematics, VISUAL ARTS, and world languages, which meet or exceed the curricular indicators established for high school courses by [the] BCPS [Baltimore County Public Schools].
- B. To be awarded high school credit for these courses, middle school students must complete the following requirements:
  1. Take the same end-of-course examination given to high school students in the same course; and
  2. Earn a passing final grade calculated according to the formula OUTLINED IN BOARD OF EDUCATION POLICY AND SUPERINTENDENT'S RULE 5210, *FACTORS INVOLVED IN STUDENT EVALUATION*. [used by high schools in

Baltimore County].

3. [Middle school] G[g]rades in these courses will not be included on transcripts[.]; [Credits] only CREDITS will be recorded [on transcripts]. There will be no effect on the high school grade point average (GPA) or quality point average (QPA).

IX. [10.]Graduation Exercises

- A. The [professional staff]PRINCIPAL shall arrange each spring for appropriate awards, [and] recognition programs and graduation exercises.
- B. There shall be no formal graduation exercises for elementary or middle schools.

[Legal References: Annotated Code of Maryland, Education Article, §7-205 (Promotion and Graduation of Students)

Code of Maryland Regulations

13A.03.02.02 (Graduation Requirements for Public High Schools in Maryland -- Definitions)

13A.03.02.03 (Graduation Requirements for Public High Schools in Maryland -- Enrollment)

13A.03.02.04 (Graduation Requirements for Public High Schools in Maryland -- Credit Requirements)

13A.03.02.05 (Graduation Requirements for Public High Schools in Maryland -- Other Provisions for Earning Credit)

13A.03.02.06 (Graduation Requirements for Public High Schools in Maryland -- Student Service)

13A.03.02.07 (Graduation Requirements for Public High Schools in Maryland -- State Assessments)

13A.03.02.08 (Graduation Requirements for Public High Schools in Maryland -- Diplomas and Certificates)

13A.03.02.10 (Graduation Requirements for Public High Schools in Maryland -- Alternatives to 4-Year Enrollment Requirement)

13A.03.02.11 (Graduation Requirements for Public High Schools in Maryland -- Alternatives for Structuring Programs)

Related Policies: Board of Education Policy 5250, Graduation Requirements]

RULE 5250

LEGAL REFERENCES: *ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §7-206.1., HIGH SCHOOL DIPLOMA FOR CERTAIN INDIVIDUALS ENLISTED DURING WORLD WAR II OR KOREAN CONFLICT*  
*COMAR 13A.03.02, GRADUATION REQUIREMENTS FOR PUBLIC HIGH SCHOOLS IN MARYLAND*

RELATED POLICIES: *BOARD OF EDUCATION POLICY 5200, PROMOTION AND RETENTION*  
*BOARD OF EDUCATION POLICY 5210, FACTORS INVOLVED IN STUDENT EVALUATION*

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Superintendent of Schools