File: IKF-R4

EARLY GRADUATION REQUIREMENTS

A student who, for educational and/or vocational reasons, wishes to graduate from high school in less time that the ordinary four year high school sequence may request permission to complete graduation requirements on an altered schedule. A student's intention to pursue early graduation shall be stated in writing. The student, parent, and appropriate school official will meet and develop the plan for early graduation. Students must request early graduation consideration prior to May 1 of their sophomore year.

A committee of three made up of the school's principal or his/her designee, guidance counselor, and one representative from the Central Office will determine early graduation upon reviewing all required paperwork. Paper required is as follows:

- 1. Request in writing signed by student, parent, guidance counselor, and principal
- 2. Transcript of high school credits
- 3. List of credits still needed for graduation
- 4. List of outstanding Standards of Learning credits needed for graduation
- 5. Other paperwork as requested

At the discretion of the Superintendent, extenuating circumstances may allow special considerations be given to waive parts of the early graduation policy. A detailed request in writing from the student, parent, and principal must be submitted to the Superintendent for the waiver to be considered.

Adopted: by the Bristol Virginia School Board on April 7, 2015.