

DOVER SCHOOL DISTRICT	POLICY CODE: IMBD
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EARLY GRADUATION GUIDELINES

The Board supports early graduation as a means to earn a high school diploma. Parental involvement for students under the age of 18 is required. The high school principal shall approve such requests if he/she determines that all state and local graduation requirements will be met and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 8 credit requirement per year for enrolled students shall be waived and the student shall be awarded a high school diploma.

1. All graduation requirements are completed, including but not limited to course and elective requirements.
 2. An application for early graduation is completed on or before May 1 of the student's junior year. This application must include all required paperwork and signatures.
 3. Parent approval is received for students under the age of 18 years of age.
 4. The student's guidance counselor is involved and has had a chance to discuss future plans, academic goals, and the student's rationale for making the request.
 5. There is a direct relationship between the request for early graduation and the career goals of the student; and
 6. A committee including the guidance director, the guidance counselor, an administrator, and one teacher will meet with the student during the month of May to carefully assess the student's application for early graduation. This committee will then either recommend early graduation or not recommend early graduation. Appeals from this committee's decision may be made to the principal of Dover High School based on the expressed guidelines for early graduation. Appeals may be made from the principal's decision to the Dover School Board.
- The decision to grant early graduation will be based on the student's presentation of a plan of action consistent with his/her future goals. We understand that all students will face financial issues related to college tuition and it is clear that Dover High School's greatest contribution to student success at college is a rigorous and complete program of studies during the four years in high school. Further, students who take advantage of all courses in high school will not be required to take college courses that were offered here at DHS.
 - Some of the criteria that will be taken into consideration in granting or denying the student's request for early graduation is based on the following information:
 - A. Are the student plans for the second semester consistent with career goals?

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- B. Are there courses that are available to the student which they have not taken which they can sign up for which will better prepare the foundation of course work for their post graduate plans?
- C. Are work plans consistent with the skills the student is looking to gain in the long run?
- D. Is the student older than the other students in the current graduating class?
- E. Does the student have plans to join a branch of the military and would this occur during the normal time of the second semester offerings?

It is important that the student, parent and/or employer furnish Dover High School with sufficient information so that an appropriate decision can be made. Applications for early graduation need to be in the guidance department with all signatures and backup material by May 1, during the student's junior year.

In order to be eligible for early graduation, students must complete the junior year with a minimum of *16.5 credits if they plan to earn a Dover High School Standard Diploma of 20 credits. If the early graduation application is approved, an early graduation contract will be signed by the student, the student's parent/guardian, the student's guidance counselor, and the guidance director. This contract, once signed, affirms that the potential early graduate must return for a minimum of four second semester classes if subject matter failure causes the student to fall below the minimum 20, *22, 24 or 26 credits by conclusion of semester one in grade 12.

*18.5 credits in 2010-2011 diploma of 22 credits
 20.5 credits in 2011-2012 diploma of 24 credits
 22.5 credits in 2012-2013 diploma of 26 credits

Statutory/Regulatory/Policy Cross Reference

NH Code of Administrative Rules, Section Ed. 306.27(s), Early Graduation

Reviewed September 2005

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**DOVER HIGH SCHOOL
EARLY GRADUATION APPLICATION**
(Eligible Juniors only)

Normal Year of Graduation _____ School Year _____

Before completing this form the student must meet with his/her counselor to review credits and determine what courses and credits are required to complete the student's high school graduation requirements. The student and parent will also sign this form indicating their agreement with this application. Student and parent will also sign an additional Early Graduation Contract before the Director of Guidance approves the application. No diploma will be granted after the successful completion of first semester senior year. However, the Guidance Department will provide letters of certification to colleges and employers upon request. These letters will verify that the student has indeed fulfilled all graduation requirements.

NAME OF STUDENT _____ DATE _____

ADDRESS _____ PHONE: _____

PROJECTED TOTAL CREDITS AT THE CONCLUSION OF JUNIOR YEAR: _____

Student must submit an additional page explaining career goals in relation to their need for acceptance of Early Graduation request. The application will be incomplete without completion of this section. Student should list colleges applied to or applying to and intended major. If student is seeking employment, the anticipated career should be listed as well as the name of companies that the student is applying to for work.

COLLEGE PLANS - List colleges applying to, intended major(s), and how early graduation will help you reach this goal:

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EMPLOYMENT PLANS - List interested careers, current training, and how early graduation will help you achieve a successful career:

Student's signature _____
Date

Parent(s) Signature _____
Date

Counselor's Signature _____
Date

Committee's Recommendation Granted _____ Denied _____

APPROVED: Yes _____ No _____
Principal's Signature

COMMENTS:

Student notified: _____ Date: _____

Parent Notified: _____ Date: _____

Early Graduation Contract Returned: _____

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EARLY GRADUATION CONTRACT FOR SCHOOL YEAR _____

I, _____, HAVE HAD MY REQUEST FOR EARLY GRADUATION APPROVED. Upon successful completion of my first semester classes, I understand I will not have to return to Dover High School during second semester *in my senior year*. I also understand I will not receive my diploma until graduation in June of _____. I further understand it is my responsibility to inform my family and school officials of my progress and any problems encountered in my academic program and any need for additional assistance.

If I fail to pass my first semester course(s), I understand that I will remain at Dover High School and enroll in the minimum of *five four* academic courses during second semester.

The following signatures indicate the student and family's understanding of the Early Graduation contract.

Student's Signature

Date

Parent(s) Signature

Date

Counselor's Signature

Date