

## GRADUATION REQUIREMENTS

The Board of Education for the Columbia School District establishes the following graduation policy and instructs the administration to develop all necessary procedures for proper implementation.

### Requirements

A student must meet the following requirements in order to graduate from the Columbia School District, unless the stated exceptions apply. The student must:

1. Beginning with the graduating class of 2010 and thereafter, the student must complete a minimum of 24 units of credit in a program that is cooperatively planned by the student, parents and the school to meet the needs of the student. Credit requirements are as follows:

<b>Subject</b>	<b>State/Columbia School District Graduation Requirements Beginning with Class of 2010</b>
Language Arts	4.0
Math	3.0
Science	3.0 (must include 1 Physical Science, 1 Biological Science and 1 Science per State Department requirements)
Social Studies	3.0 (must include 1 U.S. History, 1 World History and 0.5 Government)
Health	0.5
Fine Arts	1.0
Practical Arts	1.0
Physical Education	1.0
Electives	7.0
Additional	0.5 (Personal Finance)
<b>Total</b>	<b>24.0</b>

2. Pass proficiency exams concerning American History, American Institutions and the Missouri and U.S. Constitutions.

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3. Successfully complete a course of instruction of at least one (1) semester in length on the institutions, branches and functions of the government of the state of Missouri, including local governments, the U.S. government and the electoral process.
4. Have earned a minimum of three (3) approved credits in the Columbia School District's educational program.

### **Exceptions**

1. A student receiving special education services pursuant to the Individuals with Disabilities Education Act (IDEA) must successfully complete a program compatible with his/her needs and abilities. Each student enrolled in that program shall follow the prescribed district requirements with only those modifications necessary to provide the most effective educational program for the individual student. Those modifications shall be identified in the student's Individual Education Plan (IEP).
2. Students who transfer from another state or country or an unaccredited private, public or home school and who are placed in the ninth grade will be required to meet all established graduation requirements. If such a student is placed in the tenth grade or higher, the district will work with the student and the parents/guardians to develop a program of studies that will result in graduation if successfully completed.

Transfer credit from non-public schools must correspond to courses and requirements acceptable to the Missouri Department of Elementary and Secondary Education (DESE). Course work completed in non-accredited programs will be considered for transfer if:

- a. The teacher who conducted the course held a valid teaching certificate issued by the State Department of Education for the subject area for which credit is being requested.
  - b. The course content and requirements meet the quality and quantity standards expected of similar courses in the Columbia School District as evaluated by the appropriate academic department staff.
3. The district will waive the requirement to pass proficiency exams concerning American History, American Institutions, and the Missouri and U.S. Constitutions for students who transfer from another state if they can document the successful completion of a course of instruction in the institutions, branches and functions of state government, including local governments, the U.S. government and the electoral process. Such instruction must have been completed in grades nine through twelve.

4. Eligible students who successfully complete the Missouri Option Program (formerly the GED Option Program) will be awarded a high school diploma.

### **Earning Credit**

The Columbia School District recognizes units of credit obtained through accredited schools, including credits earned through correspondence courses or courses delivered primarily through electronic media, such as satellite video, cable video or computer-driven or online courses. For the purposes of this policy, an "accredited school" is the Missouri Virtual Instruction Program (MoVIP); a private agency where students with disabilities are placed by a public school; or any school accredited by the Missouri Department of Elementary and Secondary Education (DESE), the North Central Association of Colleges and Schools (NCA), the Independent Schools Association of the Central States (ISACS) or the University of Missouri Committee on Accredited Schools Non-Public (CAS). If a school is located in another state or country, that school must be accredited by that state's or country's department of education, NCA, ISACS or the equivalent agencies. Except for courses earned through MoVIP, no more than two (2) units of credit earned in correspondence and/or extension courses may be applied toward graduation from a Columbia School District high school.

Students may earn credit for a subject that has been embedded into another subject-area course in accordance with guidelines established by DESE.

The district may award credit to students who can demonstrate mastery of competencies for a particular course by successfully completing a district-approved mastery assessment tool.

### **Diplomas**

Students will be awarded a diploma in accordance with this policy and as permitted by law.

A student in the household of an active duty member of the military, including some veterans who are deceased or injured as defined by law, who transfers to the Columbia School District from another state at the beginning of or during his or her senior year who will not meet the graduation requirements of the district by the end of the senior year will receive a diploma from the sending school district if the student is able to meet the graduation requirements of the sending district. Representatives from the Columbia School District and the sending district will work with the student to facilitate this alternative. If the sending district refuses to cooperate, the Columbia School District will use best efforts to allow the student to graduate by the end of the senior year.

Students who complete the district's graduation requirements while under the jurisdiction of the juvenile court will be awarded a high school diploma even if the student completes the requirements in a different school district.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 03/03/1997

Revised: 05/10/2004; 12/10/2007; 06/09/2008; 05/11/2009; 05/10/2010

Cross Refs: JECC, Assignment of Students to Grade Levels/Classes

MSIP Refs: 6.3

Legal Refs: §§ 160.2000, 161.670, 167.019, 170.011, 171.171, RSMo.  
5 C.S.R. 50-500.010  
5 C.S.R. 60-100.020

Columbia School District No. 93, Columbia, Missouri