Early Graduation Application

Code 605.31-E1

I, _____, apply for early graduation from Linn-Mar High

School at the end of _____ semester of the _____ school year.

My reasons for wishing to graduate before _____ are listed below *(attach additional sheet if needed):*

_____

_____

_____

I understand that in addition to having met the prescribed requirements for graduation by the time noted in the application, the following procedures will be followed before a diploma is granted:

1. On September 15th, or as soon as possible thereafter, and on February 1st, or as soon as possible thereafter, all high school licensed personnel will be notified of my application. Any staff member who has information or knowledge bearing upon my application request will have seven calendar days to communicate the information to the principal. These deadlines may be waived by the principal when unusual circumstances arise.
2. A conference between my parents, guardians or legal custodians, and designated school personnel will be held to discuss the ramifications of my early graduation. If I am 18 years of age or older my parents, guardians, or legal custodians are not required to attend.
3. My parents, guardians, or legal custodians must sign their approval after the conference before any further proceedings. This phase is to be completed by November 1st for a winter application and February 20th for a spring application. If I am 18 years of age my signature is sufficient for completion of Step 3.
4. An evaluation committee consisting of one guidance counselor and one principal will accept or reject my application. Results of the committee's decision will be communicated to me by November 15th for winter applicants and by March 7th for spring applicants.
5. Final approval for my early graduation request must be given by the Board of Education.
6. Formal commencement exercises will be held only in the spring of each year. I must communication with school officials if I wish to participate.

Right of Appeal: If the evaluation committee rejects my application I may appeal the decision to the superintendent.

_____

Student's Printed Name Student's Signature Date

Reviewed: 2/15; 4/18
Revised: 10/13
Related Policy (Code#): 605.3; 605.31; 605.31-R; 605.31-E2; 605.32