

INSTRUCTIONPROMOTION AND GRADUATION REQUIREMENTSHIGH SCHOOL GRADUATION REQUIREMENTS

The Board of Education desires to prepare each student to obtain a diploma of high school graduation in order to provide students with opportunities for postsecondary education and/or employment. A diploma shall be granted by the Board of Education to students who have completed the high school course requirements of 220 credits and who have met any other requirements as set forth by the State of California. A diploma shall be granted by the Board of Education to Adult Education students who have completed the high school course requirements of 200 credits and who have met any other requirements as set forth by the State of California. Beginning with the class of 2006, students must also have passed the California High School Exit Exam (CAHSEE) or obtained a special education waiver in order to receive a diploma (unless the CAHSEE is unavailable or has otherwise been suspended or repealed by the State of California.)

Students who do not pass the CAHSEE but complete the required 220 credits shall be granted a Certificate of Completion (unless the CAHSEE is unavailable or has otherwise been suspended or repealed by the State of California). Students with disabilities may also be granted a Certificate of Completion through the IEP process (Education Codes 56390-56393).

A. Course Requirements:

To obtain a diploma from high school, students shall complete at least the following courses in grades 9 through 12, with each course being one year unless otherwise specified: (Education Code 51225.3) For purposes of interpretation of this policy, a “course having a duration of one year,” adopted by the Board of Education and approved as meeting graduation requirements, which, when successfully completed, will yield a total of 10 semester hours of credit.

<u>English/Language Arts</u>	<u>Units</u>
Forty (40) credits, grades 9-12	40
<u>Mathematics</u>	20
Twenty (20) credits, grades 9-12, including 10 credits of Algebra I or its	

	6520
equivalent (i.e., Algebra C/D in the two-year Algebra sequence). At least one mathematics course, or a combination of two mathematics courses, shall meet or exceed state academic content standards for Algebra I. Students who complete the Algebra I requirement in intermediate school will meet the Algebra I requirements for graduation but will not receive high school mathematics course credit (Education Code 51224.5).	
<u>Science</u>	20
Twenty (20) credits including ten (10) credits of biological science and ten (10) credits of physical science, grades 9-12	
<u>History/Social Science</u>	30
Thirty (30) credits, grades 9-12. Three courses in social studies, including United States history and geography; world history; culture and geography; a one-semester course in American government and civics; and a one-semester course in economics	
<u>Fine Arts / Foreign Language</u>	10
Ten (10) credits, grades 9-12. One course in visual and performing arts, foreign language, or American sign language	
<u>Physical Education</u>	20
Twenty (20) credits, grades 9-12 unless the student has been exempted pursuant to Education Code 51241. Students in grades 9-12 who are participating in interscholastic athletics may, upon approval of the school administration, be exempted from five (5) credits per semester of the 20-credit Physical Education requirement for graduation. Students requesting credit exemptions under this procedure would be exempt from Physical Education during the semester that incorporates the greatest percent of the sport in which the student is participating. Exemption from Physical Education does not reduce the total number of credits needed for graduation and no units of credit may be given for exemptions.	
Students enrolled in a Physical Education class are not concurrently eligible for exemption.	
Adult Ed students are exempt from the Physical Education requirements.	
<u>Health</u>	5
Five (5) credits, grades 9-12, of Health Education	
<u>Elective Credits</u>	75
Seventy-five additional elective credits to total two hundred twenty (220)	

Students must demonstrate proficiency in the area of computer technology by achieving essential competencies within designated core and/or elective coursework.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

Remedial instruction shall be provided to any student who does not show adequate progress toward mastery of basic skills. This instruction may be provided in summer school or Adult Education, and shall offer the student numerous opportunities to achieve mastery.

When a student does not show adequate progress, the Superintendent or designee shall inform a student's parent/guardian in writing that the student shall not receive a high school diploma unless the prescribed standards are met.

B. Exit Exam for the Classes of 2006 and Later

Beginning in the 2005-06 school year and each year thereafter, each student completing grade 12 shall successfully pass the state exit examinations in language arts and mathematics as a condition of high school graduation. Beginning in 2001-02, students shall take the exit examination in grade 10 and may take the examination during each subsequent administration until each section of the examination has been passed (Education Code 60851).

Supplemental instruction shall be offered to any student who does not demonstrate "sufficient progress," as defined in Board policy, toward passing the exit examination (Education Code 37252, 60851).

This Section B shall not apply in the event that the high school exit examination is unavailable or has otherwise been suspended or repealed by the State of California.

Legal References: Education Codes 37252, 51224.5, 51225.3, 51228, 51241, 60851
 Revised: April 19, 2016 (8/16/15, 11/19/02, 3/21/00, 2/1/00, 2/16/99,
 8/18/98, 6/6/95, 3/21/89)

INSTRUCTIONPROMOTION AND GRADUATION REQUIREMENTSHIGH SCHOOL GRADUATION REQUIREMENTSA. Course Requirements

The Board of Education has adopted specific course requirements for high school graduation in the Corona-Norco Unified School District. These include the following:

- Forty (40) credits of language arts
- Twenty (20) credits of mathematics, including ten (10) credits of Algebra 1 or its equivalent
- Twenty (20) credits of science including ten (10) in physical science and ten (10) in life science
- Thirty (30) credits of history/social science
- Ten (10) credits of fine arts or foreign language
- Twenty (20) credits of Physical Education
- Five (5) credits of health
- Seventy-five (75) additional elective credits to total two-hundred twenty (220) credits

Within these minimum credit requirements, students are required to successfully complete specific courses and to enroll at designated times in some departments. Sheltered or special education classes with the same titles as non-sheltered or non-special education classes also meet the requirements. Requirements for graduation and specified alternative means for completing the prescribed course of study shall be made available to students, parents/guardians, and the public (Education Code 51225.3). For this purpose, the district publishes annually the High School Course Catalog. Specific requirements and course sequences for each subject area are detailed in the High School Course Catalog. In addition, the following conditions and specifications apply for each subject area as follows:

1. Language Arts Requirement

- a. Students will complete forty (40) credits in language arts, to include instruction in reading, writing, speaking and listening.
- b. All students will be enrolled in a minimum of one language arts class each semester.

- c. The two-period course combination of ELD 1/English 1 and ELD 2/English 2 may be used to satisfy ten (10) credits each of the language arts requirement. Students who are enrolled in ELD 3 must also take the appropriate grade level language arts course (i.e., Language Arts 1, 2, 3, or 4) in order to satisfy the language arts course requirement.

2. Mathematics Requirement

- a. Graduation requirements in mathematics include both a credit requirement and a subject matter requirement. Students will complete twenty (20) credits in mathematics, including ten (10) credits of Algebra 1A-1B or its equivalent.
- b. Students who complete the Algebra 1 requirement in intermediate school will meet the Algebra 1 requirement for graduation but will not receive high school mathematics course credit (Education Code 51224.5).
- c. Students should not take mathematics courses out of sequence to meet the twenty (20) credit graduation requirement. For example, Algebra 1 should be followed by Geometry 1, followed by Algebra 2, etc.

3. Science Requirement

- a. Students will complete ten (10) credits in a biological science and ten (10) credits in a physical science. Biological science and physical science courses are designated in the High School Course Catalog.
- b. The specific sequence of science courses students choose to complete can vary according to each student's college/career goals and academic preparation. Graduation requirements for both biological science (10 credits) and physical science (10 credits) should be completed as early as possible within the four year plan of courses.

4. History/Social Science Requirement

- a. All students will complete thirty (30) credits in social science.
- b. All students will complete World History 1A-1B in the ninth or tenth grade. European History 1A-1B Advanced Placement may be used to satisfy this requirement.

- c. All students will complete ten (10) credits of US History in the eleventh grade. US History 1A-1B Advanced Placement may be used to satisfy this requirement.
- d. All students will complete five (5) credits of US Government and five (5) credits of Economics in the twelfth grade. US Government Advanced Placement/Comparative Twentieth Century History (IB) may be used to satisfy these requirements.
- e. Comparative World Geography Honors (Pre IB) counts as elective credit, but does not meet the social science requirement.

5. Fine Arts/Foreign Language Requirement

- a. Students will complete ten (10) credits of fine arts or foreign language.
- b. The credits in fine arts may be satisfied by classes in Visual and Performing Arts Departments as well as Clothing Design; Interior Design 1A-1B in the Family, Consumer Science Department, Graphics Arts 1A-1B in the Industrial Technology Department, Floral Design in the Agriculture Department, and Dance Performance in the Physical Education Department.
- c. Classes offered in the Foreign Language Department will meet this requirement. The ten (10) credits must be in the same language.
- d. Marching Band Physical Education counts as Physical Education credit. Marching Band counts as Fine Arts credit.

6. Physical Education Requirement

- a. Each student must receive a passing grade in at least twenty (20) credits of Physical Education pursuant to all of the requirements and exemptions in Education Code 51241, including those that apply to the State Physical Performance Test.
- b. Marching Band Physical Education can be applied toward the Physical Education requirement. This class may be offered in the fall semester only. ROTC courses also meet the high school Physical Education graduation requirement. Students in Marching Band Physical Education and ROTC courses are not exempt from taking the Physical Performance Test until the requirements of Education Code 51241 are met.

c. Through Off-Campus Independent Study, students in grades 9-12 who are participating in an approved preparation program for national amateur competition may receive five (5) credits of physical education graduation credit per semester up to the twenty (20) credit Physical Education graduation requirement provided the following criteria are met:

- (1) The national competition preparation program has been approved by the District as a recognized program in which students work under the supervision of a trained specialist in preparation for participation in national competition.
- (2) The student will participate in this program for a minimum of fifteen (15) hours per week for a period of time of not less than sixteen (16) weeks per semester (a total of 240 hours).

Students who wish to apply for credit under this program must complete an Off-Campus Independent Study Program Agreement and follow the procedures for enrolling in the Off-Campus Independent Study Program. Students in the Off-Campus Independent Study Program are not exempt from taking the Physical Performance Test until the requirements of Education Code 51241 are met.

- d. No more than forty (40) credits of Physical Education may be applied towards graduation.
- e. The Board of Education may grant permanent exemption from courses in physical education if the pupil is 16 years of age or older and has been enrolled in the 10th grade for one academic year or longer (Education Code 51241).
- f. The Board of Education may exempt any student from attending courses of Physical Education, if the pupil is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours (Education Code 51242). Students who are exempted from attending Physical Education courses under Education Code 51242 must still comply with the requirements and exemptions listed in Education Code 51241, including those that apply to the State Physical Performance Test.

- g. If a student receives a verified medical excuse during a semester in which the student is already enrolled in Physical Education, the student will remain in the class and complete modified Physical Education or alternative assignments in order to earn Physical Education credit. During the freshman and sophomore year, students with a medical excuse for longer than a semester will have their Physical Education requirement deferred to a later semester. If the medical excuse continues into the junior and senior year, the student may have all or a portion of the requirement waived.
- (1) Only students with a four-year medical excuse will be exempted from the Physical Education graduation requirement.
 - (2) Students will be expected to complete the portion of the Physical Education requirement for any semester in which they are medically eligible.
- h. Exemption from Physical Education does not decrease the total number of credits required for graduation.

B. Credit Stipulations

1. Duplicate Credit

All courses may be repeated one time for duplicate credit. Courses which are required for graduation will receive elective credit if repeated.

Only the following courses may be repeated multiple times for credit:

Advanced Guitar
 Advanced Physical Education/Athletics
 Advanced 3-D Design 1A-1B
 Band – Advanced Percussion
 Baritone Choir 1A-1B
 Basic Skills Computer Lab
 CAHSEE Math Standards Mastery
 CAHSEE Language Arts Standards Mastery
 Ceramics 3
 Child Care Lab
 Concert Band 1A-1B
 Concert Choir 1A-1B
 Contemporary Choir 1A-1B
 Dance Performance

ELD Enrichment
Ensemble (Jazz) 2A-2B
Ensemble (Stage) 1A-1B
Excel (Special Education)
Graphics Arts Production
Industrial Wood Production B
Journalism
Lab Assistant – (Science Lab, Computer Lab, Family & Consumer
Science Lab, Industrial Technology Lab, Visual Arts Lab)
Language Arts – Reading Skills
Leadership
Madrigals 1A-1B
Marching Band 1A
Marching Band/PE
Math Fundamentals (Summer School)
Modified Physical Education
Musical Theater (Summer School)
Off Campus Independent Physical Education
Peer Counseling 2A-2B
Photography 3
Physical Education
Reading (Summer School)
SAT-Prep
Speech & Debate
Symphonic Band 1A-1B
Tall Flags Performance Team
Treble Choir 1A-1B
2D Design
Writing (Summer School)
Yearbook

2. Maximum Number of Physical Education Credits Allowed

No more than forty (40) credits of Physical Education may be applied toward graduation requirements.

3. Maximum Number of Special Programs Credits Allowed

A maximum of forty (40) credits of School Service, Lab Assistant, and Work Experience may be applied toward graduation requirements with the following guidelines:

- a. Only eleventh and twelfth grade students may enroll in School Service, Lab Assistant (Science, Computer, Family & Consumer Science, Industrial Technology, Visual Arts) classes, or Work Experience. Only one class per semester is allowed in School Service or Lab Assistant.
- b. A maximum of ten (10) credits of School Service may be applied toward graduation requirements.
- c. A maximum of forty (40) credits of Work Experience and Lab Assistant combined may be earned with no more than twenty (20) credits of Lab Assistant.
- d. A maximum of forty (40) credits in Work Experience in grades 11 and 12 only may be earned but no more than ten (10) credits are allowed per semester.

At Lee V. Pollard High School only, students may apply a maximum of sixty (60) credits of School Service, Lab Assistant, and Work Experience.

4. Intermediate School Students Taking High School Level Courses

Intermediate school students may enroll in high school level classes as part of their intermediate school courses, but these classes do not generate credits toward high school graduation. A total of two-hundred twenty (220) credits must be earned after high school matriculation.

Intermediate students may enroll in high school courses on a high school campus with the approval of both the high school and intermediate principals. Enrollment in these courses is on a space available basis, and transportation will not be provided from the intermediate school to the high school.

5. Partial Credit

Foster youth who exit the school district prior to the end of a grading period will be issued partial credit based on the number of days enrolled and the course grade to date.

1-9 days.....	No Credit/No Grade
10-16 days.....	1/2 Credit per Subject
17-23 days.....	1 Credit per Subject
24-30 days.....	1.5 Credits per Subject
31-37 days.....	2 Credits per Subject
38-44 days.....	2.5 Credits per Subject

45-51 days.....	3 Credits per Subject
52-58 days.....	3.5 Credits per
Subject 59-65 days.....	4 Credits per
Subject 66-72 days.....	4.5 Credits
per Subject 73 + days.....	5 Credits
per Subject	

C. Time Requirements

1. Late Arrival

Students who enroll with no transfer credit should be provided a schedule to maximize their opportunity to earn credit for the semester in which they enroll. [Students will be granted semester credit based on their transfer grades when enrolling within the last 20 days of the semester if credit has not been given by the previous district and the student was enrolled for a minimum of 73 days.]

2. Early Departure

Any student leaving within twenty (20) days of the semester's end must be given a final grade and may be required to take a final examination at the discretion of the teacher.

3. Course Changes

Course changes should be made as early in the semester as possible, but flexibility with respect to this guideline will be exercised by staff (administration, counselors, and teachers) to meet the needs of students if warranted.

4. Residency

Students shall not be required to have resided within the district for any minimum length of time as a condition of high school graduation (Education Code 51411).
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5. Time Limit on Graduation Requirements

Students who complete four years of high school but do not complete graduation requirements on schedule may subsequently graduate with the requirements which were in effect for the class in which they would normally have graduated unless such requirements are unavailable or have otherwise been suspended or repealed by the State of California, as follows:

- a. If a student receives a Certificate of Completion but has not yet passed the CAHSEE, he/she:
 1. Will automatically be enrolled in the appropriate summer school mastery class by his/her counselor in order to prepare for the next administration of the CAHSEE, or
 2. May attend Lee V. Pollard High School during the first semester of the new school year to receive help in English-language arts and/or mathematics to prepare for the fall administration of the CAHSEE, or
 3. May attend Corona-Norco Adult School to receive instruction in English-language arts and/or mathematics leading to the fall administration of the CAHSEE. (See State Superintendent of Public Instruction Advisory, October 17, 2006.)
- b. If a student is deficient in credits, he/she:
 1. May attend Corona-Norco Adult School to prepare to take the GED, which is considered equivalent of a diploma, or
 2. Attend Lee V. Pollard High School to work on credit recovery that may lead to a diploma, or
 3. Attend Corona-Norco Adult School to work on credit recovery that may lead to a diploma.
- c. Students with disabilities may also receive preparation to meet graduation requirements through the IEP process (Education Code 56390- 56393). AR 6520

D. General Requirements

1. Freshmen, Sophomore, and Junior students must be enrolled in at least six classes. This requirement may be waived with the permission of the parents and the principal to allow students enrolled in Off-Campus Independent Study in Physical Education to take five classes. Seniors must be enrolled in at least five classes. Seniors taking college classes must be enrolled in at least four classes.
2. Due to the partnership with Riverside Community College (Norco Campus), students at John F. Kennedy Middle College High School only may meet class number requirements listed above by an approved flexible combination of high school and RCC College courses throughout grades 10, 11, and 12.
3. Waivers to these requirements may be granted by the Administrative Director of Curriculum and Instruction.