UCPS
UNION COUNTY PUBLIC SCHOOLS

Union County Public Schools
Application for Early Graduation
Mid-Year

Application Guidelines

Graduation requirements are completed when all NC graduation requirements are fulfilled, all local standards have been met and the student has accumulated enough credits to meet the maximum potential minus four formula. Traditional high school graduates are expected to accumulate 28 credits (maximum potential – 32 minus 4 = 28). Career Academy students and South Providence students meet North Carolina requirements – 22 credits.

1.   The student should have accumulated all but four credits necessary for graduation by the end of his/her junior year. If more than four courses are needed for graduation, a workable plan must be in place and approved by the school-based committee.
2.   The student must have definite and acceptable purposes and goals for early graduation; i.e. entrance into a post-secondary institution, a full-time job commitment, enlistment into the armed forces, etc.
3.   The student must have a conference with his/her counselor before the end of the 10th School day of their Senior year and submit a formal application at that time. Incomplete applications will not be considered.
4.   The application will be reviewed by a school-based committee of administrators, guidance counselors and teachers. The completed application along with a transcript should be forwarded to the Central Services office of the Director of K-12 Curriculum and Instruction for final approval from the Chief Academic Officer within the first 10 days of the semester. If the application is not approved, the guidance counselor will receive a written explanation to give to the student.
5.   It is understood that if the required credits cannot be scheduled as needed or if the student fails to earn the credits necessary, the student will not be able to graduate early.
6.   Mid-year graduates are not eligible to participate in year-round or second semester extracurricular activities with the exception of the Junior-Senior Prom and Graduation.

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Name: _____   Student ID _____

Name of Parent/Guardians _____

Address _____

School Name_____

Subject		Required Credits for Graduation	Credits Completed	Credits Needed
English		4		
Math		4		
Science		3		
Social Studies		4		
Second Language		0		
Health/PE		1		
2 Electives – Art, World Language or CTE		2		
4 Electives – CTE, Arts, ROTC or other Academic Area		4		

CPR Requirement met? _____yes   _____no

Proposed Schedule for Senior Year
Please attach the PowerSchool transcript to this application.

First Semester	
	Counselor's Initials

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Student Request for Early Graduation – Please state specific reasons for your request and include post-secondary or job-related plans. Please attach any additional information.

_____

_____

_____

_____

_____

_____

_____

Parent Comments:

_____

_____

_____

_____   _____
Student Signature   Date

_____   _____
Parent Signature   Date

_____   _____
Counselor's Signature   Date of Submission

School Level   _____ Approve Request   _____ Deny Request

_____   _____
Principal Signature   Date
Signature by Principal confirms that school-based committee has approved this request and all Early Graduation application guidelines have been met.

_____   _____
Processor Signature   Date

_____   _____
Superintendent Signature (or designee)   Date