

P7-09-004 Graduation Requirements
(Revised ~~May, 2018~~ **June, 2019**)

I. General Requirements

The minimum course requirements for graduation shall be in accordance with regulations of the State Department of Education and the Henrico County School Board.

Credits which are applied toward meeting graduation requirements may be transferred from other accredited high schools.

Transfer students requesting graduation from a high school in Henrico County are required to be in resident enrollment in that high school for a period of time not less than the one nine-week report period preceding graduation.

High school seniors who lack two credits in meeting graduation requirements may be allowed to enroll in two subjects in summer school with the approval of the principal.

Students who successfully complete all academic coursework required for either the Advanced Studies or Standard Diploma, but who have not earned/been awarded the necessary number of verified credits required by the state for the awarding of a diploma, will be awarded a Certificate of Program Completion. These students may continue to take the SOL tests needed to upgrade their Certificate of Program Completion to a diploma.

II. Locally Awarded Verified Credits

For students who enter the ninth grade for the first time prior to the 2018-19 school year and are working towards a standard diploma, up to three locally awarded verified credits may be earned. The School Board awards locally verified credits in science, history/social sciences, math, and English in accordance with this policy.

For students who enter the ninth grade for the first time in the 2018-19 school year and beyond and are working towards any diploma type, one locally awarded verified credit may be earned. The School Board awards locally verified credits in science, history/social sciences, math, and English in accordance with this policy.

For students with disabilities, the School Board may locally award verified credits in English, science, history/social sciences, and math toward a standard diploma with credit accommodations. To be eligible for such credit accommodations, students with disabilities must meet all criteria established by Virginia law or regulation, and eligibility for such credit accommodations must be established in the student's Individualized Education Program (IEP) or Section 504 Plan. There is no maximum number of locally awarded verified credits that a student with a disability may earn toward a standard diploma.

III. **Special Permission-Locally Awarded Verified Credit Accommodation (SPLAVC-A)**

The SPLAVC-A has been added to provide those students with disabilities identified under IDEA or Section 504, who previously might have accessed the Virginia Substitute Evaluation Program (VSEP), with

a pathway to earn the necessary locally awarded verified credits to obtain a standard diploma.

The SPLAVC-A option will be considered for students once they have attempted each of the SOL assessments required to obtain a standard diploma at least once.

In order to be eligible for the SPLAVC-A students with disabilities must meet the following criteria:

- The student must have a current IEP or 504 plan which indicates that the student is working towards a standard diploma. The IEP or 504 team must consider and document a justification statement that the SPLAVC-A is an appropriate option for the student.
- The student must have been enrolled in and demonstrated mastery of coursework that is aligned in content and rigor to the unmodified standards of learning.
- The student must have taken the end of course SOL assessment at least once and received a score less than 375.

Approval of a SPLAVC-As will be determined by a team consisting of a school-based administrator, school-counseling representative, Division Director of Testing (DDOT), and a content area specialist. The SPLAVC-A approval committee will convene twice annually, in December and May, to consider applications for SPLAVC-As. Based on the evidence reviewed, the team may award the verified credit, suggest participation in a remedial program and retesting, or make additional academic assignments as deemed appropriate prior to determining whether to award the verified credit. The committee will use the student's grades along with teacher/administrator affidavits that the student mastered grade level work in order to determine the award of the SPLAVC-A.

Once approved locally, the request for SPLAVC-A will be forwarded to the Virginia Department of Education for review.

Retroactive Award of SPLAVC-A

Students identified under IDEA who have not reached their 22nd birthday on or before September 30th, and who have graduated or left school without obtaining a terminal diploma, are eligible to return to HCPS to pursue a standard or advanced studies diploma. All other students, including students identified under Section 504, who have not reached 20 years of age on or before August 1st, may also enroll in HCPS to pursue a standard or advanced studies diploma. Consideration of the SPLAVC-A may occur once the student has re-enrolled in their zone school.

Refer to Regulation [7-09-004](#), "Guidelines Pertaining to Graduation Requirements."

Reference: Standards and Regulations for Public Schools in Virginia, Virginia Department of Education

Reference: Code of Virginia, 22-1-253.13:3