

CARLISLE AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: GRADUATION

ADOPTED: July 20, 2006

REVISED: July 26, 2011
 August 21, 2014
 April 1, 2016
 September 15, 2016
 November 16, 2017
 February 16, 2023

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Purpose

The Board shall establish graduation requirements and acknowledge each student's successful completion of the instructional program by awarding diplomas and certificates at graduation ceremonies.

Authority

The Board shall adopt the graduation requirements students must achieve in accordance with state law and regulations. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

The Board requires graduation requirements to be published and distributed to students and parents/guardians, and made available in each school building and posted on the District's publicly accessible website. All changes to graduation requirements shall be published and distributed to students and parents/guardians, and made available in each school building and posted on the District's publicly accessible website immediately following approval by the Board. [\[2\]](#)[\[5\]](#)

Graduation Requirements

Minimum graduation requirements must be met by all students as follows:

4	English
3-4	Mathematics
3-4	Science
3-4	Social Studies
2	Art/Humanities
6	Electives
2	Physical Education/Health I and II/Safety Education/Financial Literacy (Financial Literacy requirement effective for the Class of 2025 and beyond)

= 24 Total Units (credits)

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A minimum of ten (10) credits must be earned in the combined social studies, science, and mathematics areas.

Specific graduation requirements for the following career and technical education programs are provided in detail annually in the Educational Planning Guide: 1) Culinary Arts, 2) Child Care, 3) Carpentry, and 4) Automotive Technology.

Details for required courses for graduation are available in the Educational Planning Guide made available in each school building and posted on the District's publicly accessible website.

Diplomas

The Board shall award a high school diploma to every student enrolled in this District who meets the requirements for graduation established by this Board. [\[2\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)

A requirement for graduation shall be the completion of work and studies representing the instructional program assigned to grades nine (9) through twelve (12), which are aligned to established academic standards.

A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension. [\[11\]](#)

Students Experiencing Educational Instability -

The District shall provide supports to ensure that students experiencing educational instability graduate in a timely manner, in accordance with law and Board policy. A graduation plan shall be developed to facilitate this process for students in grades nine (9) through twelve (12) who are experiencing educational instability. [\[12\]](#)[\[13\]](#)

Students with Disabilities –

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, to participate in commencement ceremonies with the student's graduating class and receive a certificate of attendance, provided that the student has attended four (4) years of high school. The Board shall issue a high school diploma to each student with a disability who completes the graduation requirements established by the Board or the goals established in the student's IEP, as determined by the student's IEP team. [\[1\]](#)[\[2\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)

Part-Time Post-Secondary Students

A student may qualify for graduation by attending a District school part-time when officially enrolled part-time in a postsecondary institution. [\[20\]](#)[\[21\]](#)

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Full-Time Post-Secondary Students

The fourth year of high school shall not be required for graduation if a student has completed all requirements for graduation for three (3) years and attends a postsecondary institution as a full-time student for the student's fourth year.^{[21][22]}

Diplomas for Eligible Veterans

In order to honor and recognize honorably discharged eligible veterans who left high school prior to graduation to serve in an armed conflict/war, the Board shall grant a diploma to a veteran who meets the applicable requirements of law and completes the required application.^[6]

Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.

The Superintendent shall submit to the Board for its approval the names of veterans of armed conflicts/wars who are eligible for a high school diploma.

Diplomas Based on GED or HiSET Test Results

The District may issue a Carlisle Area School District diploma under the following circumstances:

1. The person requesting the diploma attended the district as a full-time student for a minimum of three (3) years as verified by district records. One of the three (3) years must be at Carlisle High School.
2. The person requesting the diploma is a resident of the District at the time the request is made and has been a resident for a minimum of three (3) years immediately preceding the request. Proof of residency shall be established by appropriate tax receipts.
3. The last class in which the person requesting the diploma was enrolled has been graduated.
4. A diploma issued by the District shall indicate that the diploma is issued based upon the results of GED or HiSET testing.
5. Persons who meet all requirements for a diploma may make their request known to the principal at the high school.
6. Persons approved for issuance of a diploma will be required to relinquish the diploma which was issued to them by the Commonwealth of Pennsylvania. Persons holding diplomas issued by any other educational entity shall not have the option of exchange.

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Delegation of Responsibility

The Superintendent or designee shall be responsible for ensuring the following:

1. Publication and distribution of graduation requirements to students and parents/guardians.[\[2\]\[5\]](#)
2. Counseling of students regarding expectations of graduation requirements.[\[2\]\[3\]\[4\]\[8\]\[9\]\[10\]\[16\]](#)
3. Assessment of individual student attainment of academic standards to ensure the student's progress toward achievement of graduation requirements.[\[2\]\[3\]\[4\]\[8\]\[9\]\[10\]\[16\]](#)
4. Accurate recording and reporting of each student's progress and accumulation of graduation requirements. [\[10\]\[23\]](#)
5. Provision of assistance to those students having difficulty attaining the academic standards. Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements. [\[1\]\[2\]](#)
6. Development of a list of individuals who qualify for the award of a diploma.
7. Planning and executing graduation ceremonies that appropriately recognize this important achievement.

The Superintendent or designee shall annually, no later than December 1, report to the PA Department of Education (PDE) graduation information and data, as required by law.[\[1\]](#)

Legal References

- [1. 24 P.S. 121](#)
- [2. 22 PA Code 4.24](#)
- [3. 22 PA Code 4.51](#)
- [4. 22 PA Code 4.52](#)
- [5. 24 P.S. 510.2](#)
- [6. 24 P.S. 1611](#)
- [7. 24 P.S. 1613](#)
8. Pol. 102
9. Pol. 127
10. Pol. 212
11. Pol. 233
- [12. 24 P.S. 1331.1](#)
13. Pol. 251
- [14. 24 P.S. 1614](#)
- [15. 22 PA Code 11.27](#)
- [16. 22 PA Code 4.12](#)
- [17. 34 CFR 300.102](#)
- [18. 34 CFR 300.305](#)

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19. Pol. 113

20. 22 PA Code 11.5

21. 22 PA Code 11.8

22. 22 PA Code 11.4

23. Pol. 216

34 CFR Part 300