

FOR YOUR INFORMATION

LOS ANGELES UNIFIED SCHOOL DISTRICT Deputy Superintendent, Instructional Services

DISTRIBUTION:	Secondary Schools	<u>ROUTING</u> Local District Superintendents
SUBJECT:	BULLETIN NO. 307 (REV) GRADUATION REQUIREMENTS GRADES 9-12	Local District Directors of Instruction Local District Directors, School Services
DATE:	July 28, 2003	Principals Assistant Principals, SCS
DIVISION:	Instructional Services	School Counselors College Counselors
APPROVED:	MERLE PRICE, Deputy Superintendent	Department Chairs UTLA Chapter Chairs

For further information, please call J. Lloyd (Bud) Jacobs, Director, High School Programs, at (213) 241-6895.

This bulletin replaces Office of the Deputy Superintendent Bulletin M-56 (REV.) of the same subject dated September 3, 2002. The content has been revised to clarify Section IIC., Passing the approved assessments for the Class of 2004, 2005 and 2006. In Section II D 3, the Reference Guide is identified.

I. INTRODUCTION

Graduation requirements adopted by the Board of Education on March 23, 1999, and revised on April 9, 2002, provide an educational program required of all students in Grades 9-12 that includes a core curriculum, elective courses, non-course requirements and testing requirements. The goal of the District is to provide maximum opportunities for all high school students to meet graduation requirements while meeting requirements for college admission and preparing to enter the workforce at a high level.

In order to qualify for a high school diploma, each student in the graduating class of 2003 and beyond, including those attending magnet schools/centers, continuation schools, and opportunity high schools, must meet the new District graduation requirements. In accordance with District policy, students with disabilities must meet District graduation requirements in order to receive a high school diploma.

II. GRADUATION REQUIREMENTS

Students graduating from high school beginning in 2003 will meet new graduation requirements in the following four areas:

- A. Satisfactory completion of 230 credits out of 240 credits.

Core Curriculum	160 credits
<u>Elective courses</u>	<u>70 credits</u>
Total Credits	230 credits

- B. Satisfactory completion of all courses in the required core curriculum.

English	40 credits
College Preparatory Mathematics	20 credits
Laboratory Science	
Biological Science	10 credits
Physical Science	10 credits
Social Science	30 credits
Visual and Performing Arts	10 credits
Applied Technology*	10 credits
Health	5 credits
Life Skills	5 credits
<u>Physical Education</u>	<u>20 credits</u>
Total Credits Core Curriculum	160 credits

* See Reference Guide M-49, Applied Technology Graduation Requirement dated October 19, 2001, for the approved courses.

- C. Passing the approved assessments.

1. **Class of 2003**

(REV) **Any student in the class of 2003 who did not graduate in June will have opportunities to make up the tests he or she needs. The student's school counselor will contact the Student Testing Unit for specific information.**

2. **Class of 2004 and 2005**

(REV) **In keeping with the State Board of Education decision regarding the postponement of the California High School Exit Examination requirement, no state or district test is required for the graduating class of 2004 or 2005.**

For clarification of the testing schedule, please see Memorandum No. MEM-284, dated August 4, 2003, issued by the Student Testing Unit.

3. **Class of 2006**

(REV) **At its July 2003 meeting, the State Board of Education (SBE) took action to move the passage of the California High School Exit Examination as a diploma requirement to the Class of 2006.**

D. Meet the non-course requirements listed below:

1. Computer Literacy for the Class of 2004 and Beyond

Students will demonstrate computer literacy in grades 6 through 12 by one of the following methods:

- Successfully complete a computer education course, or
- Demonstrate competency on a performance test using the Computer Literacy Criteria Checklist.

Please see Reference Guide M-52, Computer Literacy Graduation Requirement, dated March 18, 2002, for procedures, courses and Computer Literacy Criteria Checklist.

2. Career Pathways for the Class of 2006 and Beyond

Students will assess and evaluate interests, skills, talents and abilities and select a career cluster to pursue in high school.

Please see Reference Guide M-53, Career Pathways Graduation Requirement, dated May 13, 2002, for the career clusters and procedures to follow for this requirement.

3. Service Learning for the Class of 2007 and Beyond

Service Learning is a teaching/learning strategy in which students learn and develop through active participation in high quality service that meets the needs of a community. Service Learning strategies integrate into and enhance the rigorous academic curriculum. Service Learning is aligned with the state standards, fosters civic responsibility, and provides structured time for student reflection.

(REV) Please see Reference Guide M-58, Service-learning Graduation Requirement, dated June 23, 2003, for the implementation procedures for this requirement.

III. NUMBER OF COURSES REQUIRED EACH SEMESTER

The District expects all students to enroll in a full schedule each semester of high school in order to maximize learning opportunities.

California Education Code Section 46146 requires the equivalent of five classes for seniors except when, with approval of the school principal or designee, they are enrolled for enrichment in a community college or state college or university. When enrolled in enrichment coursework, the Ed Code 46146 does allow a minimum four periods a day approximately 180 minutes in most of our schools.

Ed Code 46147 allows a 12th grade pupil in the last semester before graduation who will complete all requirements and is enrolled in a work experience program to attend school for less than 180 minutes each day.

IV. CREDITS FOR SCHOOL SERVICE

A maximum of ten (10) credits may be earned for School Service in senior high school toward graduation. Students are to be enrolled in no more than one Service course per semester.

V. CREDITS TO PROMOTE

For the Class of 2003 and beyond students will need to earn the credits listed below in order to promote to the next grade level:

- 9th to 10th Grade – 55 credits
- 10th to 11th Grade – 110 credits
- 11th to 12th Grade – 170 credits
- Graduate – 230 credits

VI. YEAR OF THE DIPLOMA

Students must meet the graduation requirements of the year listed on their diploma.

VII. SUBSTITUTION OF A GRADUATION REQUIREMENT

All students are expected to complete all graduation requirements. Students must have made every attempt to complete all graduation requirements including taking six courses each semester and taking advantage of summer or intersession opportunities.

However, if a student in grade 11 or 12 in order to meet UC/CSU "A-G" admission requirements needs an "A-G" course at the AP or advanced level (3rd or 4th year math or science, or foreign language), principals may approve up to 10 credits of substitution.

Students must take a full class schedule each semester if they have not completed all LAUSD graduation requirements, including applied technology. Students who fail a course required for graduation must repeat that course and may not substitute the repeated course for an applied technology course or Life Skills. The student is responsible for providing verification of inability to complete a required course.

Substitutions that do not address a specific UC/CSU admission requirement as stated in the second paragraph shall not be considered. Principals may not substitute for a requirement stated in the California Education Code.

See Attachment A for the "Request to Substitute a Graduation Requirement".

VIII. PHYSICAL EDUCATION REQUIREMENT

Students are required to complete 20 credits of PE for graduation. Students are to enroll in no more than one PE class, including athletics, per semester. Any exception must be approved by the Principal or designee. See Bulletin N-12 (Rev.), Participation in Extracurricular and Cocurricular Activities, Dated June 3, 2002, for specific information.

IX. MATH REQUIREMENT FOR THE CLASS OF 2003

The District expects all students will take Algebra 1AB, or the equivalent, and Geometry or Advanced Applied Mathematics as a minimum for graduation.

X. STUDENTS WITH EXCEPTIONAL NEEDS

Students with disabilities working toward a diploma are required to meet the same graduation standards as their non-disabled peers. Individualized Education Program (IEP) teams will develop accommodations and modifications needed by the student to successfully access the curriculum.

The Division of Special Education will issue information in a separate Bulletin regarding the Certificate of Completion for students who are on an alternate course of study.

XI. DIPLOMA AND GRADUATION GUIDELINES

Bulletin M-54 (Rev.) Diploma and Graduation Guidelines, dated November 26, 1997, outlines criteria for issuing the diploma and for participation in the graduation ceremony and senior activities.

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LOS ANGELES UNIFIED SCHOOL DISTRICT
Deputy Superintendent, Instructional Services

BULLETIN NO. 307 (Rev.)
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ATTACHMENT A

REQUEST TO SUBSTITUTE A GRADUATION REQUIREMENT

STUDENT NAME: _____

Birthdate: _____ Grade: _____

School: _____ Local District: _____

All students are expected to complete all graduation requirements. Students must have made every attempt to complete all graduation requirements including taking six courses each semester and taking advantage of summer or intersession opportunities.

However, if a student in grade 11 or 12 in order to meet UC/CSU "A-G" admission requirements needs an "A-G" course at the AP or advanced level (3rd or 4th year math or science, or foreign language), principals may approve up to 10 credits of substitution.

Students must take a full class schedule each semester if they have not completed all LAUSD graduation requirements, including applied technology. Students who fail a course required for graduation must repeat that course and may not substitute it for an applied technology course or Life Skills. The student is responsible for providing verification of inability to complete a required course.

Substitutions that do not address a specific UC/CSU admission requirement as stated in the second paragraph shall not be considered. Principals may not substitute for a requirement stated in the California Education Code.

Required Course Title: _____ Credits: _____

Course to be substituted: _____ Credits: _____

Reason: _____

Counselor's Signature

Date

Approved

Not Approved

Principal's Signature

Date

Send the original and one copy to the Local District Superintendent for approval.

Approved

Not Approved

Local District Superintendent's Signature

Date

Return to the Counselor at the sending school for appropriate recording.

___ Credit Clerk - Original in cum record

___ Student's copy

___ Counselor's copy

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ATTACHMENT B

2003-2007 Graduation Requirements and *Minimum* College Admission “A-G” Requirements

SUBJECTS	HIGH SCHOOL GRADUATION 9 - 12	UNIVERSITY OF CALIFORNIA “A-G” Requirements	CALIFORNIA STATE UNIVERSITY “A-G” Requirements	PRIVATE COLLEGES	COMMUNITY COLLEGES
Social Studies <i>“A” Requirement</i>	30 Credits: World History AB US History AB Prin. Am. Democ. Economics	2 years World History, US History, or Prin. Am. Democ.	2 years World History, US History, or Prin. Am. Democ.	World Hist, US History, Prin. Am. Democ. & college prep. electives recommended	No subject requirements. 18 years old or high school graduate or high school proficiency test certificate
English <i>“B” Requirement</i>	40 Credits: English 9 English 10 American Lit & Contemp. Comp. 12th grade Composition & English elective	4 years college preparatory English	4 years college preparatory English	4 years college preparatory English	Students are most successful when they continue to take college preparatory courses each semester.
Mathematics <i>“C” Requirement</i> (Integrated Math 1,2,3 meet college prep. requirements)	20 Credits college prep. math: Algebra 1 & Geom or Adv. Applied Math or Algebra 2	3 years: Algebra 1, Geometry, Algebra 2, more recommended	3 years: Algebra 1, Geometry, Algebra 2, more recommended	college preparatory math each year	
Lab Science <i>“D” Requirement</i> (Int/Coor Sci. 1,2,3 meet science college prep. requirements)	10 credits biological sci. 10 credits physical sci.	2 years lab science grades 10-12, more recommended (Int/Coor Sci 1 meets elective requirement)	2 years lab science grades 10-12 (Int/Coor Sci 1 meets elective requirement)	3 to 4 years lab science	
Foreign Language <i>“E” Req</i>		2 years same foreign language more recommended	2 years same foreign language	3 to 4 years foreign language	
Visual/Perf Arts <i>“F” Requirement</i> Applied Technology	10 credits Visual/Perform Arts 10 credits Applied Technology	2 sem. visual and performing arts in the same field 2006 – 1 year course visual & performing arts	2 sem visual and performing arts in the same field 2006 – 1 year course visual & performing arts	Visual & performing arts courses count as electives	
Electives <i>“G” Requirement</i>	70 credits of electives Total credits needed to graduate: 230	1 year or more advanced courses in math, arts, English, lab science, foreign language, or social sciences	1 year of advanced courses in math, arts, English, lab science, foreign language, or social sciences	college preparatory electives in the subject area of interest	
Physical Ed.	20 credits	None	None	None	None
Health	5 credits	None	None	None	None
Life Skills	5 credits	None	None	None	None
Assessments	2006 California High School Exit Exam (2004 & 2005 No State or District test)	SAT I or ACT 3 SAT II tests Subject A – English placement	SAT I or ACT (3 SAT II tests optional) Placement exams in English and mathematics	SAT I or ACT 3 SAT II tests for some colleges	Placement exams in English and mathematics

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ATTACHMENT C

MODEL OF HIGH SCHOOL STUDENT'S SCHEDULE TO MEET GRADUATION REQUIREMENTS

GRADE 9		GRADE 10		GRADE 11		GRADE 12	
FALL	SPRING	FALL	SPRING	FALL	SPRING	FALL	SPRING
Life Skills #	Health #	World History, Cult & Geog A *	World History, Cult & Geog B *	US History 20 th Century A *	US History 20 th Century B *	Principles of American Democracy * #	Economics * #
English 9A	English 9B	English 10A	English 10B	American Literature Composition * #	Contemporary Composition * #	Expository Composition or Advanced Composition * #	Senior English Elective * #
Algebra 1B1 or Algebra 1A or Geometry A or Algebra 2A	Algebra 1B2 or Algebra 1B or Geometry B or Algebra 2B	Geometry A or Adv Appl Math A or Algebra 2A or Trigonometry	Geometry B or Adv Appl Math B or Algebra 2B or Math Analysis	(Continue in the math sequence) *	(Continue in the math sequence) *	(Continue in the math sequence) *	(Continue in the math sequence) *
Int/Coor Science 1A or Biology A	Int/Coor Science 1B or Biology B	Lab Science * ↔	Lab Science * ↔	Lab Science * ↔	Lab Science * ↔	(Physics A or science elective) *	(Physics B or science elective) *
Applied Technology * ↔	Applied Technology * ↔	Visual & Performing Arts * ↔	Visual & Performing Arts * ↔	Elective * (Foreign Language *) ↔	Elective * (Foreign Language *) ↔	Elective * (Foreign Language *) ↔	Elective * (Foreign Language *) ↔
Physical Education	Physical Education	Physical Education	Physical Education	Elective *	Elective *	Elective *	Elective *

* Advanced Placement option available
() Recommended courses

Course may be taken either semester

↔ Course may be taken any time grades 9-12