## TITLE:

NUMBER:
ISSUER:

DATE:
POLICY:

MAJOR CHANGES:

Graduation Requirements for Classes of 2016-2019
BUL-6566.1
Dr. Frances Gipson, Chief Academic Officer Division of Instruction

Jesus Angulo, Director
Academic and Counseling Services

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ROUTING
Local District Superintendents
Local District Administrators of
    Instruction
Local District Instructional
    Directors
Operations Administrators
Local District Counseling
    Coordinators
Secondary Principals
Secondary Assistant Principals
College Counselors
Counselors
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January 14, 2016
This bulletin outlines the graduation requirements for the classes of 2016 through 2019, and how they relate to the minimum eligibility requirements for the CSU/UC A-G requirements. This bulletin also outlines the course enrollment requirements, grade level benchmarks, and credits required for grade level promotion, defines a passing grade in "A-G" courses, defines the graduation requirements for English Learners and students with disabilities receiving special education services, and includes alternative graduation requirements for foster youth, homeless and probation students for exemption from LAUSD graduation requirements under Assembly Bill 216 (AB216), formerly AB 167, and under AB 1806.

This Bulletin replaces Bulletin 6566, Graduation Requirements for the Classes of 2016-19, dated September 10, 2015, Bulletin 6166.1, Graduation Requirements for the classes of 2017 and 2018, dated July 2, 2014, and Bulletin 5789.1, Graduation Requirements for the class of 2016, dated September 12, 2013. This revised Bulletin provides updated information regarding the graduation requirements for the classes of 2016 through 2019 and re-establishes the academic mark required to satisfy A-G courses for graduation.

## GUIDELINES: I. BACKGROUND

On June 14, 2005, the Board of Education approved the resolution to "Create Educational Equity in Los Angeles Through the Implementation of the A-G Course Sequence as Part of the High School Graduation Requirements." Enrollment in the "A-G" course sequence began in 2008.

On May 8, 2012, the Board of Education passed the resolution "Enhancing Instruction and Academic Achievement." This and the previous resolutions together established the criteria requiring all students to complete a minimum of fifteen "A-G" college preparatory courses for graduation eligibility.

On May 23, 2012, the Los Angeles Board of Education approved a resolution
to strengthen the A-G measure to require all students to complete an "A-G" college-prep curriculum in order to graduate. This new policy raised a passing grade from "D" to "C" beginning with the Class of 2017 in A-G courses.

On May 14, 2013, the Board of Education approved validation rules applicable only to mathematics, languages other than English (LOTE) and Chemistry as set forth by the California State University (CSU) system.

On June 9, 2015, the Board of Education approved a Resolution "To Recommit to A-G for all." For the classes of 2016 and beyond, LAUSD graduation requirements require students to complete the minimum CSU "AG" course requirements. The requirement of a grade of "C" or better was eliminated. In addition to the "A-G" course sequence, students must complete the California Department of Education (CDE) and LAUSD additional requirements. "A-G", CDE and LAUSD course requirement require a passing grade of "D" or better for graduation eligibility.

## II. GRADUATION ELIGIBILITY

To receive a high school diploma in LAUSD, students must earn a grade of "D" or better in all courses and satisfy the:
o Minimum CSU "A-G" course sequence
o CDE graduation requirements, and
o Additional LAUSD graduation requirements
For the Classes of 2016, 2017, and 2018, the CDE requirement to pass the California High School Exit Exam (CAHSEE) has been suspended.

The chart in Attachment A lists the LAUSD graduation requirements for the Class of 2016 - 2019 by the course subject and number of years.

The following pages show recommended course sequences for the required course subject areas. For a list of approved courses and district course numbers which can be used to satisfy the requirements, visit http://achieve.lausd.net/Page/7843.

For considerations that apply to English Learners, foster, homeless and probation youth, and students with disabilities who have an active IEP, see pages 16-19.

For validation rules, substitution rules, and detailed UC/CSU requirements, see pages 8-12.

History/Social Science
3 years required
No validation

| Table 1- "A" Requirement: History/Social Science Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $1 \mathbf{1 0}^{\text {th }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
|  | 370107/08 | 370109/10 | 370603 Prin Am Democracy |
|  | World History AB | US History AB | OR |
|  | OR | OR | ${ }^{3 N 0605 ~ A P ~ G o v e r n m ~}$ |
|  |  |  | 370905 Economics |
|  | 370133/34 | 370111/12 |  |
|  | AP World History | AP US History | 370906 AP Micro Economics |
|  |  |  | 370907 AP Macro Economics |

Note: The CDE requires that students take and pass World History, US History, Government and Economics.

English
4 years required
No validation

| Table 2 - "B" Requirement: English Course Sequence Students must be enrolled in the grade level English courses listed Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
| 230107/08 <br> English 9AB | 230109/10 <br> English 10AB |  <br> 230201 Cont. Comp <br> OR <br> 230115/16 Auth. Comp AB OR <br> 230125/26 AP English Language OR <br> 230117/18 AP English Literature | 230206 Expos Comp. OR <br> 230207 Adv Comp <br> AND <br> "B" $12{ }^{\text {th }}$ grade English Literature Elective <br> OR <br> 230125/26 AP English Language <br> OR <br> 230117/18 AP English Literature <br> OR <br> 230231/32 ERWC AB |

Note: Students must take the required LAUSD English course or equivalent (e.g. AP English Language A/B in place of American Literature and Contemporary Composition) for the grade level in which they are enrolled. Literacy and Language and Advanced ELD cannot be used for $12^{\text {th }}$ grade English.

Mathematics
3 years required
Validation applies (see page 10)

| Table 3 - "C" Requirement: Mathematics Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | $11^{\text {th }}$ | 12th |
| 310341/42 <br> CC Algebra 1 (Year-long) OR <br> 310423/24 <br> CC Geometry AB OR <br> 310343/44 <br> CC Algebra 2AB | 310423/24 <br> CC Geometry AB <br> OR <br> 310343/44 <br> CC Algebra 2AB <br> OR <br> other $2^{\text {nd }}$ year of math (see <br> approved courses list) | 310343/44 <br> CC Algebra 2AB OR other $3^{\text {rd }}$ year of Math (see approved courses list) | Students should be advised according to their college and career goals (see approved courses list). |

Note: According to the Middle and High School Math Courses and Pathways memo (MEM 6458.0), $7^{\text {th }}$ and $8^{\text {th }}$ grade students who take an Algebra I course will earn 10 high school graduation credits in mathematics if they meet the following criteria:

- Score Proficient or Basic on the Algebra 1 Summative Assessment AND earn a grade of "A" or "B" in Accelerated CC Algebra 1.
- Score Proficient on the Algebra 1 Summative Assessment and earn a "C" in Accelerated CC Algebra 1.

LAUSD policy requires students to be enrolled in mathematics courses in grades 9 through 11.

## Laboratory Science

2 years required
Validation applies only for the first semester of Chemistry (see page 10).

| Table 4 - "D" Requirement: Laboratory Science Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
| ICS1AB <br> (physical science) | ```370107/08 Biology AB OR ICS2AB (biological science) OR 370133/34 AP Biology``` | 370109/10 <br> Chemistry AB <br> OR <br> 370111/12 <br> AP Chemistry | Students should be advised according to their college and career goals (see approved courses list). |

Note: Students must complete at least one year of biological science and one year of physical science. Inter-Coordinated Science 1 will satisfy the physical science requirement and Inter-Coordinated Science 2 will satisfy the biological science requirement.

Language Other than English
2 years required, in the same language
Validation applies (see page 10)

| Table 5 - "E" Requirement: LOTE Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
| LOTE 1 | LOTE 1 | LOTE 2 | Students should be advised |
| OR | OR | Students should be advised according to their | and career goals (see |
| LOTE 2 | LOTE 2 | college and career goals (see approved courses list). |  |

Note: Spanish for Spanish Speakers 1AB with a mark of "D" or better satisfies the LOTE requirement for LAUSD only. Attachment B identifies four examination options for students to demonstrate proficiency in a language other than English to meet the LAUSD graduation requirement (and the UC/CSU "E" requirement).
UCOP approved LOTE courses completed in middle school may be used to satisfy the LAUSD graduation requirement (and UC/CSU "E" requirement).

Visual and Performing Arts
1 year required in the same discipline
No validation

| Table 6 - "F" Requirement: VPA Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {tr }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
| VPA |  | $\longrightarrow$ | Students should be advised according to their college and career goals (see approved courses list). |
| (A-G/CDE) Same discipline |  | This requirement can be met at any grade level |  |

Note: Disciplines are: dance, music, theater, and visual arts.

## College Prep Elective

1 year required
No validation

| Table 7 - "G" Requirement: College Prep Elective Course Sequence Recommended course sequence (also includes Honors) |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | $11^{\text {th }}$ | $12^{\text {th }}$ |
| College Prep <br> Elective |  |  | Students should be advised according to their |
|  | This requirement can be met at any grade level |  | (see approved courses list). |

Note: Students must satisfy this requirement by completing two semesters from the list of "G" approved courses: http://achieve.lausd.net/Page/8043. No introductory level courses in subject areas "C", "E" and "F" may be used to meet the "G" requirement. If a student completes a course from the "A-F" subject areas beyond the minimum requirements, this course may be used to satisfy the " G " requirement.

## Physical Education Course Requirement

2 years required
No validation

| Table 8 - PE Requirement: PE Course Sequence |  |  |  |
| :---: | :---: | :---: | :---: |
| $9^{\text {th }}$ | $10^{\text {th }}$ | 11 ${ }^{\text {th }}$ | $12^{\text {th }}$ |
| $\begin{aligned} & 330105 / 06 \\ & \text { ADV PE } 1 \text { AB } \end{aligned}$ | $\begin{aligned} & 330121 / 22 \\ & \mathrm{~A} \overline{\mathrm{DV} \text { PE } 2 \mathrm{AB}} \end{aligned}$ |  | Students should be advised according to their college and career goals. |
|  | ADV PE 2AB can be met in grades 10-12 |  |  |

Note: Students in grade 9 are to be enrolled in Physical Education Course ADV PE 1 AB . All $9^{\text {th }}$ grade students are expected to participate in the state mandated physical fitness test (Fitnessgram®). See REF-6082.0, Student Physical Education Exemption Letter and BUL-2528.1, Physical Education Programs - Grades K-12.

To complete this requirement, the District recommends two options.

Option 1: All $9^{\text {th }}$ grade students are to be enrolled in Physical Education Course One identified as ADV PE 1AB (330105/06). Students must also take Physical Education Course Two identified as ADV PE 2AB (330121/22) in the 10th, 11th, or 12th grade.
Option 2: For schools with lower numbers of students, any student (grades 9-12), could be put in ADV PE 1AB and ADV PE 2AB where the students would receive all 8 content areas over the course of two years. Students must successfully complete both courses in order to graduate.

School-sponsored interscholastic athletic sports carried on wholly or partially after regular school hours may be considered for physical education graduation credit (EC §51242). During the off-season, athletes are to be enrolled in an advanced conditioning course (ADV COND 330205) for athletics that can and should include conditioning and training for the sport as well as the other content areas described in the California Education Code that are not included in their sport.

Cheerleading, Drill Team, Dance, Aerobics, Golf, Badminton, Tennis, Basketball, Soccer, and other physical education single subject courses are elective courses and do not meet the physical education criteria. See Bulletin 2528.1, Physical Education Programs - Grades K-12.

## Health Requirement

1 semester required
No validation
Note: Options to fulfill health:

- Take Health during the regular session
- Take Health during the summer term
- Take an equivalent and pre-approved adult or college class.
- Pilot and Partnership schools have other options to meet the health requirement. (Refer to the Pilot School Manual or Partnership MOU for more details regarding the health requirement).


## Service Learning Requirement

Students are expected to complete a service-learning experience that is integrated into the academic course curriculum. It must contain these 5 elements: Core Academic Learning, Meaningful Service, Student Voice, Reflection, and Collaboration. For details please see REF-3605, Service-Learning Graduation Requirement.

## Career Pathway Requirement

During $9^{\text {th }}$ grade, students shall be given the opportunity to explore and evaluate interests, skills, talents, and abilities, and an opportunity to identify the industries and careers that they would like to pursue. Career exploration can be done via ConnectEd

Studio's ECCCO on-line curriculum, career fairs, worksite tours, work-based learning activities and websites like MyNextMove.org, CareerCruising.com. Advisory periods, homeroom and counseling sessions are all options for delivering this exploration and assessment. As part of the annual Individual Graduation Plan (IGP) meeting, counselors will document the student's chosen career pathway. Instructions for documentation in MiSiS will be released when finalized. Please refer to REF-911, Career Pathways Graduation Requirement.

## 210 Numerical Credit Requirement

Students will receive 5 numerical credits for any course passed with a grade of "D" or better. Students must accumulate a total of 210 credits to meet the numerical credit requirement.

Note: Validation and examination do not yield numerical credits.
See Attachment A for a list of the LAUSD Graduation Requirements which includes A-G and CDE requirements. See Attachment G for the Model of a High School Schedule for the Graduating Classes of 2016-2019.

## III. ELIGIBILITY FOR COLLEGE AND A-G REQUIREMENTS

Completion of the minimum LAUSD graduation requirements does not guarantee admission to a University of California (UC) or California State University (CSU) campus. To be competitive for college and scholarships, students are encouraged to complete additional "A-G" courses beyond the minimum fifteen with a grade of "C" or better. If a student earns lower than a "C" in any of these courses, the student must either repeat the course and earn a grade of "C" or better, or in approved cases, validate the course by earning a "C" or better in a more advanced course.

In addition, colleges and universities consider scores on SAT and/or ACT exams, grade point average (GPA) and extra-curricular activities for admissions eligibility. For additional requirements students should contact their counselor and visit specific college websites.

School staff should inform parents and students that completion of the A-G requirements does not guarantee admission to a university. A student's grade point average and test scores will also factor into admissions decisions. In order to be competitive, students should plan to take higher levels of courses that exceed the A-G requirements. There are variations between CSU and UC requirements. Beginning in the middle school grades, students should consult with their counselor often to ensure that they will be eligible for the system they wish to attend. Parents and students can view a list of A-G courses offered at each high school at https://hs-
articulation.ucop.edu/agcourselist\#/list/search/all. See Attachment B for a comparison chart of LAUSD requirements, CSU, UC, Private University, and Community Colleges.

## Validation Rules:

In accordance with CSU admissions requirements, LAUSD has adopted validation rules. Validation occurs when a student has successfully completed advanced work (earning a grade of "C" or better) in an area of sequential knowledge. In this instance, the student is presumed to have achieved proficiency in the lower-level coursework (e.g., Spanish 2A or 2B, successfully completed with a grade of "C" or better validates Spanish 1A or 1B).

Note: Students do not earn credits for requirements satisfied through validation.
The validation rules in this bulletin satisfy LAUSD graduation requirements and CSU admission requirements. For admissions criteria for other colleges and universities, refer to the institutions' websites to ensure that students will satisfy admissions requirements.

Validation rules apply to mathematics, LOTE and Chemistry as follows:

## Validation of Mathematics Courses

- A grade of "C" or better in the second semester of a yearlong math course will validate a "D" or "Fail" in the first semester. Additionally, a grade of "C" or better in an advanced math course such as Advanced Math, PreCalculus, AP Calculus, and Discrete Math will validate three years of the high school mathematics course requirement.
- A grade of "C" or better in Statistics will validate only Algebra I and Algebra II, not Geometry.
- To qualify for admission to UC campuses, students must attempt both semesters of Geometry in order to use validation rules that would allow the entire mathematics course requirement to be met by earning a grade of " C " or better in an advanced level math course.


## Validation of Language Other Than English (LOTE) Courses

- A grade of "C" or better in a higher-level course validates a lower-level course. A higher-level LOTE course can validate the appropriate number of years based on the level. A college course can validate a high school LOTE course. The level of validation depends on the college course prerequisite and description. Refer to the College and Career website at http://achieve.lausd.net/Page/8041 to determine the LOTE level.


## Validation of Chemistry Courses

- A grade of "C" or better in the second semester will validate a grade of "D"
or "Fail" in the first semester.
- Validation of Chemistry is only accepted by the CSU, and it will not be accepted by the UC. If a student receives a grade of "Fail", the validation rule may not be used to meet the CDE science requirement.


## Substitution Rules:

Substitution occurs when a student repeats a course for a higher grade or when an examination is used to satisfy A-G requirements.

## Substitution Rules for English Courses:

- Students may substitute LAUSD required courses in the area of "B", English, only after the appropriate grade level district-approved English course has been attempted. (For a list of LAUSD approved courses from subject area "B", visit the College and Career website at: http://achieve.lausd.net/Page/8022.)
- Satisfying an "A-G" course requirement by examination:

Advanced Placement, SAT Subject test, and IB exam scores may be used to satisfy LAUSD "A-G" course requirements. For information on demonstrating language proficiency by examination, see Attachment C.

Note: Exams and Subject matter tests do not meet the CDE requirements and will not yield LAUSD numerical credits.

## Other Considerations for UC/CSU Eligibility

## A-Requirement: History/ Social Science (2 years required)

- 1 year of world history, cultures and geography from "A" or history/social science from "G" subject area. Note: For the UC system, one year of world history, cultures and geography from the "A" subject area is required for admission.
- Although a student can replace a grade of "Fail" interchangeably from either the "A" or "G" History/Social Science categories, it is advisable that students satisfy the "A" requirement by successfully completing 2 years of courses from the "A" category. Students who use a History/Social Science course from the "G" category will only be eligible for admission to California State University campuses. For admission to the University of California, students must satisfy the 2 years of History/Social Science from the "A" category. For a list of approved courses and district course numbers that can be used to satisfy the history/social science requirement, visit http://achieve.lausd.net/Page/7902.


## B-Requirement: English (4 years required)

- If a student receives a grade of "Fail" in a required LAUSD English course, another "B" English class may be substituted to satisfy the B-requirement for


## UC/CSU.

- Literacy and Language and Advanced ELD are categorized as English Language Development courses by UCOP. Although these courses are "B" approved, a maximum of two semesters may be used to satisfy the "B" requirement.
- UC requires that students pass non-ELD "B" approved English courses in the senior year.


## C-Requirement: Mathematics (3 years required)

- 2 sequential years of Algebra AND 1 year of Geometry are required
- Approved math courses completed in grades 7 or 8 may be used to satisfy the "C" requirement. For a list of approved courses and district course numbers that can be used to satisfy the math requirement, visit http://achieve.lausd.net/Page/8039.
- Note: To qualify for admission to UC campuses, students must attempt both semesters of Geometry in order to use validation rules.


## D-Requirement: Laboratory Science (2 years required)

- It is recommended that students complete 2 years of laboratory science from the "D" subject area. If a student completes a science course from the "G" category to fulfill their laboratory science requirement, it will only be accepted by the California State University system. The UC requires at least two of the three foundational subjects of biology, chemistry, and physics; both courses must be from category "D." For a list of approved courses and district course numbers that can be used to satisfy the science requirement, visit http://achieve.lausd.net/Page/8040.


## E-Requirement: LOTE (2 years required)

- Students who have met this requirement should be encouraged to take additional years of a language other than English to be competitive for admission to a university. For a list of approved courses and district course numbers that can be used to satisfy the LOTE requirement, visit http://achieve.lausd.net/Page/8041. For information on demonstrating language proficiency by examination, see Attachment C.

F-Requirement: Visual and Performing Arts (1 year required)

- For CSU, students must complete two semesters from one of the disciplines (dance, music, theater, or visual arts)
- For the UC, students are expected to complete a single yearlong VPA course to satisfy the " $F$ " subject requirement, but they may also fulfill the requirement by completing two semesters of sequentially related and approved " $F$ " courses within a single arts discipline.


## G-Requirement: College Preparatory Elective (1 year required)

- Students may satisfy this requirement by completing two semesters from the list of "G" approved courses. For a list of approved courses and district course numbers that can be used to satisfy the college prep elective requirement, visit http://achieve.lausd.net/Page/8043.
- If a student completes a course from the "A-F" subject areas beyond the minimum requirements, this course may be used to satisfy the " $G$ " requirement.
- No introductory level courses in subject areas "C", "E" and "F" may be used to meet the " $G$ " requirement.
- If all history/social science courses are passed, Principles of American Democracy and Economics can meet the "G" requirement


## IV. NUMBER OF COURSES REQUIRED EACH SEMESTER

All students must be enrolled in a full schedule of classes each semester of high school to maximize student opportunities for learning. Students must be enrolled in all periods that the school offers regardless of the bell schedule.

The only exceptions to the above are:
0 A $12^{\text {th }}$ grade student who is on track for completing all of the requirements for graduation may attend high school for a minimum of 240 minutes per day in the last semester before graduation, upon the written request of a parent or legal guardian or upon his or her own request if the pupil is 18 years of age or over. (California Education Code 46147/LAUSD Policy).
o An $11^{\text {th }}$ or $12^{\text {th }}$ grade student who is enrolled part time in college classes (with prior approval of the school), for which academic credit will be provided, may attend high school for a minimum of 240 minutes per day (California Education Code 46146/LAUSD policy).
A student with an IEP, who has been granted approval by their counselor or IEP team to participate in courses or programs at an Adult Education Site or LAUSD Career/Transition Center or to participate in an LAUSD approved work experience program or transition related program, may attend high school for a minimum of 180 minutes per day. Adult education, including courses taken at Occupational Centers and Skill Centers may be counted as instructional time for students with an IEP. Instructional minutes can be combined across sites and include transportation between District approved sites.

Parent permission is required for any student who meets the exceptions listed above and is placed on a shortened schedule. See Attachment D for the Parent Authorization Form. Schools are responsible for collecting documentation
that students are enrolled in college or a work experience program. Any student who meets the exemptions above can have their approval to have a shortened school day revoked by the principal or designee at any time.

## V. CREDIT FOR SCHOOL SERVICE, SIMILAR COURSES, AND REPEATED COURSES

School Service courses are reserved only for seniors who are on track to graduate and meet all of the criteria outlined in REF-5886.0, Student Enrollment in Service Courses. Students in grades 9 through 11 shall not be enrolled in a service class. Schools are responsible and must ensure that students meet the enrollment criteria for Service. The student's parent, counselor, and administrator must sign the Parent Authorization Form, Attachment E and keep the documentation on file. This must also be recorded in MiSiS in "Counseling Communications." Click "add new record", and check Program Scheduling. In the Comment box, note that the service agreement has been signed and returned on specific date.

Starting in 2016-2017, Assembly Bill 1012 (AB1012) allows the assignment of students to such courses without "educational content" if three conditions are met: the pupil's parent/guardian has consented in writing to such assignment; a school official has determined that the pupil will benefit from being assigned to such course; and the principal or assistant principal has stated in a written document maintained at the school that for the relevant school year, no students are assigned to those classes unless the school has met the above conditions.

However, under no circumstances shall a school district assign a pupil to a course period without educational content "because there are not sufficient curricular course offerings for the pupil to take during the relevant period of the designated school day."

AB 1012 further provides the same conditions/restrictions as it relates to the assignment of students to a course that the pupil has previously completed and received a grade which satisfies the prerequisites for admission to the California public institutions of postsecondary education and the minimum requirements for receiving a diploma. See Attachment F.

These requirements (e.g., parent consent and school official determination that the pupil will benefit from the course) do not apply to alternative schools, community day schools, continuation high schools, and opportunity schools.

Schools assigning Service classes, other similar classes or repeated classes to students shall record the parent permission and administrator verification
form for every student and keep it on file.

## VI. REQUIRED CREDIT TO PROMOTE FROM ONE GRADE LEVEL TO THE NEXT

Grade level promotion is based solely on the numerical credits earned. In order to promote to the next grade level, students must earn the total number of credits required as indicated in the chart below:

| $10^{\text {th }}$ Grade | $11^{\text {th }}$ Grade | $12^{\text {th }}$ Grade |
| :--- | :--- | :--- |
| 50 credits | 105 credits | 160 credits |

Grade level promotions are to be completed by fall Norm day. Eleventh grade students who have earned 180 credits ( 170 credits on $4 \times 4$ schedule) by the beginning of the spring semester and who are on track to graduate at the end of the spring semester may be promoted to twelfth grade.

## VII. REQUIRED BENCHMARKS TO BE CONSIDERED ON TRACK IN EACH GRADE LEVEL

To earn a high school diploma, a student must satisfactorily complete the required "A-G" courses with a grade of "D" or better in addition to satisfying the CDE and additional LAUSD requirements. For students to be considered "on track" to graduate, they must earn a grade of "D" or better in the "A-G" grade level courses and numerical credits as outlined in the chart below. To be considered eligible for college admissions, a student must earn a grade of "C" or better in "A-G" courses.


## VIII. ADULT SCHOOL CREDIT

Students may complete "A-G" courses in adult school. Schools need to verify that courses completed have received the appropriate "A-G" designation by checking the adult school's approved "A-G" Course List on the UCOP Course Management Portal. Also see BUL-1758.0, Adult School Academic Course Options for Concurrently Enrolled Students.

## IX. YEAR OF THE DIPLOMA

When a student enters an LAUSD high school in grade nine for the first time, the graduation year is set in MiSiS. Refer to REF-1963.0, Graduation Year Guidelines to Determine Requirements for the Diploma and MiSiS for additional information. Students must meet the graduation requirements of the school year listed on the diploma.

If a student completes the graduation requirements at the end of summer school/ intersession or at the end of the fall semester following the graduation year (identified in MiSiS), he/she will receive the diploma with the previous June graduation date and be held to the graduation requirements of that school year.

If a student in an Options High School does not make adequate progress toward meeting graduation requirements, the principal or designee will change the graduation year following a meeting with the student and parent/guardian. There may be other special student cases as determined by the principal or designee that need to be reviewed at the end of the 10th and/or 11th grade which would change the graduation year after a parent/guardian conference with the student and student's counselor who will assure that all persons understand the ramifications of the change, including any changes in graduation requirements.

Students with disabilities with an active IEP, English learners, and foster youth may request to extend their year of graduation. These students may need extended time [e.g., additional semester(s) or year(s)] to complete the coursework of their original graduation class year. Students with disabilities who extend their year of graduation must remain eligible for special education services throughout their enrollment in LAUSD to be eligible for this extension. Students with Section 504 plans are not eligible. For students requesting this extension, the graduation year in MiSiS must remain the same as their original graduation class year in order for the records to accurately reflect the correct requirements.

## X. INDIVIDUALIZED GRADUATION PLAN (IGP) CONFERENCES FOR ALL SECONDARY STUDENTS

The IGP provides an opportunity for greater communication, collaboration and accountability among students, parents/guardians, counselors and school staff. Each participant assumes a role in assisting students through the planning process, developing educational and career goals, and completing the graduation requirements. Every secondary student will develop an IGP with his/her parent/guardian and counselor and revise as necessary, at least annually. A copy of the IGP will be given to the student and parent/guardian and the original will be maintained as part of the student's counseling records. Refer to BUL-2537.6, Individualized Graduation Plan (IGP) for All Secondary Students for additional information.

## XI. STUDENTS WITH DISABILITIES

Students with disabilities working toward a diploma are required to meet the same graduation standards as their non-disabled peers. Certain waivers and exemptions are available to eligible students with disabilities with an IEP to allow them to remain eligible for graduation with a high school diploma. The IEP team does not have the authority to grant waivers beyond those defined in District policy. Please refer to the following District policies for additional guidelines and procedures for waivers:

- Algebra 1: See REF-5982.1, Algebra 1 Waiver Procedures for Students with Disabilities
- Algebra 2: See BUL-6257.1, High School "A-G"Requirements and Students with Disabilities
- Year 1 of Languages Other Than English (LOTE): All students with disabilities must enroll in and attempt to successfully complete the first year of a LOTE course. (See BUL-6257.0, High School "A-G" Graduation Requirements and Students with Disabilities, page 5 and following.)
- Year 2 LOTE: See BUL-6257.0, High School "A-G" Requirements and Students with Disabilities
- Physical Education: See BUL-2457.1, Physical Education Exemptions

Students with disabilities who do not complete all of the requirements for a diploma are eligible for a Certificate of Completion, including students who receive services from the Resource Specialist Program, Related Services, and Special Day Programs. Students who participate in the Alternate Curriculum are not programmed into courses that earn graduation credit, and therefore these students are not eligible for a diploma. See REF-4160.0, Course Codes for High School Students Participating in the District Alternate Curriculum for the list of high school alternate curriculum course codes. See REF-
6056.2, Issuance of Diplomas of Certificates of Completion for All Eligible Grade 12 Students with Disabilities for guidelines on issuing Certificates of Completion.

## XII. ENGLISH LEARNER STUDENTS

Per state and federal regulations, English Learners who have not yet met reclassification criteria are required to have an English Language Development class. Literacy \& Language and Advanced ELD are categorized as English Language Development courses by UCOP. Although these courses are " $B$ " approved, a maximum of two semesters may be used to satisfy the "B" requirement. These courses can also be used for "G" credit if the course is being taken for a second year. These courses cannot be used for $12^{\text {th }}$ grade English. English Learners who are newcomers enrolling in high school as their first school experience in the United States may remain in high school until graduation requirements are met or through the age of 21 as long as satisfactory progress is made.

## XIII. STUDENTS IN FOSTER CARE

On September 23, 2013, AB 216 was passed and approved by the Governor to amend Section 51225.3 of, and add Section 51225.1 to the Education Code, relating to high school graduation for students in foster care. As of January 1, 2015, Assembly Bill 1806 (AB 1806) was signed into law, revising section 51255.1 of the Education Code, extending these provisions to homeless youth. Students who qualify for AB 167/216 and AB 1806 are youth in foster care, identified as homeless, or on probation at the time of the school transfer. To be considered a youth in foster care for purposes of AB 167/216 graduation, the youth must be subject to Welfare and Institutions Code (WIC) Sections 300 or 309 petition, regardless of where they live. To be considered a probation youth for purposes of AB 167/216 and AB 1806 graduation, the youth must be subject to a petition under WIC Section 602, regardless of where they live. A youth is considered a WIC 602 youth as long as they are charged with a crime in delinquency court; they do not need to already be found guilty or placed on probation.

Among the provisions are:
o Foster youth who transfer between schools any time after the completion of their $2^{\text {nd }}$ year of high school are exempt from all coursework and other requirements adopted by the school district that are in addition to California coursework requirements for graduation, unless the district determines that the student is reasonably able to complete the local requirements by the end of the student's $4^{\text {th }}$ year of high school.
o If a school determines that a student is reasonably able to complete the
school district's graduation requirements within a $5^{\text {th }}$ year of high school:
i. The school shall inform the student of his or her option to remain in school for a $5^{\text {th }}$ year to complete the school district's graduation requirements
ii. The school shall notify the student and the education rights holder about the effect this will have on their ability to gain admission to a postsecondary educational institution and
iii. Shall provide information about transfer opportunities available through the California Community Colleges.
iv. The school shall permit that student to attend a $5^{\text {th }}$ year of high school to complete the district's graduation requirements upon agreement with the student, if the student is 18 years or older, or with the education rights holder if the student is under 18 years of age.
o The number of credits earned or the length of the student's school enrollment are to be used to determine whether the student is in his or her $3^{\text {rd }}$ or $4^{\text {th }}$ year.
o Schools must notify the holder of education rights, the foster youth, and the youth's social worker within 30 days of a transfer of the exemption and whether the student qualifies for the exemption.
o Foster youth who meet the eligibility criteria for exemption under $A B$ 167/216 and complete the state graduation requirements before the end of their $4^{\text {th }}$ year in high school are entitled to remain in attendance at their school. The school shall not require or request that the students graduate before the end of their $4^{\text {th }}$ year of high school.
o Schools must notify students in foster care that any course requirements waived under AB 167/216 will affect the pupil's ability to gain admission to a postsecondary education institution and shall provide information about transfer opportunities available through the California Community Colleges.
o Foster youth who meet the eligibility criteria for exemption under AB $167 / 216$ shall not be required to accept the exemption and are entitled to remain in attendance at their school. Foster youth may not be denied enrollment in, or the ability to complete, courses for which he or she is otherwise eligible, including courses necessary to attend an institution of higher education.
o If a student in foster care is not exempted from local graduation requirements or has previously declined the exemption, the school shall exempt the student at any time if the student requests an exemption and the student qualifies for the exemption.
o If a student in foster care is exempted from local graduation requirements, a school shall not revoke the exemption.
0 If a student in foster care is exempted from local graduation requirements, the exemption shall continue to apply after the termination of the court's
jurisdiction over the student while he or she is enrolled in school or if the student transfers to another school or school district.
o A school, a student in foster care, the education rights holder, the student's social worker, and/or the student's probation officer shall not require or request a student in foster care to transfer schools in order to qualify the student for an exemption.

The minimum graduation requirements for eligible students in foster care as required by the CDE are the following number of courses in the subjects specified, each course having a duration of one year, unless otherwise specified:
A. Three years 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.
B. Three years in English.
C. Two years in mathematics. Algebra 1 or an advanced Algebra course must be completed in grades 6-12.
D. Two years in science, including biological and physical sciences.
E. One year in visual or performing arts or foreign language or CTE.
F. Two years in physical education, unless the pupil has been exempted pursuant to the provisions of this code. Refer to Bul-2457.1, Physical Education Exemptions for guidelines.

Students must complete the CDE requirements with a grade of "D" or better.
Note: In many cases completion of an "A-G" course will also satisfy the CDE requirement. Advanced Placement Exams and/or Subject tests may not be used to meet the CDE requirements.

If the Principal, or designee, and the Counselor determine that a student in foster care has met the requirements listed in AB 167/216 and will graduate and receive a diploma meeting the state's requirements, this information should be noted in the cumulative record and MiSiS. Refer to REF-5679.0 "Procedure for Notifying Students in Foster Care of the Exemption to Graduation Requirements (AB 167/216)". The APSCS or designee will write in the notes section of the paper cum "Student in Foster Care has met the state requirements for graduation for the year $\qquad$ ."

## XIV. INTERNATIONAL BACCALAUREATE PROGRAMS

International Baccalaureate (IB) courses meet district and CDE graduation requirements, and specific A-G requirements for UC/CSU eligibility. For
example, courses 108015/6, IB BIO SL A/B, meet the district and CDE requirements for biological science, and the UC/CSU requirement for laboratory science. For specific application of IB courses to district and CDE graduation requirements, or to college eligibility requirements, contact your Local District Counseling Coordinator, or the Advanced Learning Options office in the Division of Instruction: http://achieve.lausd.net/Page/1414.

## XV. FORMAL COMPLAINT RESOLUTION

The District's Uniform Complaint Procedures (UCP) may be used to report noncompliance with applicable state and federal laws and regulations and/or to appeal District decisions regarding such complaints. UCP brochures and complaint forms are available at all school sites and on the District's website at http://achieve.lausd.net/Page/3655 in the primary languages of the school community. Complainants are encouraged, where possible, to try to resolve their complaints directly at the school or work site or with their Local District. A UCP complaint must be filed by way of the Uniform Complaint Procedures as written in Title 5 of the California Code of Regulations $\S \S 4600-4687$. For more information regarding filing a complaint under the District's Uniform Complaint Procedures, the District's Educational Equity Compliance Office can be reached at (213) 241-7682.

AUTHORITY: This is a Los Angeles Unified School District policy that is in alignment with the California Education code and the "A-G" requirements from the California State University systems.

RELATED BUL-1758.0, Adult School Academic Course Options for Concurrently Enrolled RESOURCES:<br>\section*{Students}<br>BUL-2457.1, Physical Education Exemptions<br>BUL-2513.1, Enrolling Students in "A-G" Required Courses<br>BUL-2528.1, Physical Education Programs - Grades K-12<br>BUL-2533.0, Procedures for Granting Credit and Achievement Marks in Foreign Language<br>BUL-2537.6, Individualized Graduation Plan (IGP) for all Secondary Students BUL-4723.1, Procedures for Administering the Spanish Equivalency Examination and Guidelines for Placement<br>BUL-6257.1, High School "A-G’ Requirements and Students with Disabilities<br>REF-911.1, Career Pathway Graduation Requirement<br>REF-1963.0, Graduation Year Guidelines to Determine Requirements for the Diploma and for SIS Records<br>REF-3605.0, Service Learning Graduation Requirement and SIS Data Entry<br>REF-5670.2, Online Programs for Secondary Schools<br>REF-5679.0, Procedure for Notifying Students in Foster Care of the Exemption to

Graduation Requirements (AB 167)
REF-5982.1, Algebra 1 Waiver Procedures for Students with Disabilities
REF-6056.2, Issuance of Diplomas of Certificates of Completion for All Eligible
Grade 12 Students with Disabilities
REF-6082.0, Student Physical Education Exemption Letter
NCAA information:
http://www.ncaapublications.com/productdownloads/CBSA16.pdf
ASSISTANCE: For additional information, contact your Local District Counseling Coordinator at the following Local Districts:

- Local District Central (213) 241-0100
- Local District East (323) 224-3100
- Local District Northeast (818) 252-5400
- Local District Northwest (818) 654-3600
- Local District South (310) 354-3400
- Local District West (310) 914-2100
or you may call the Office of College and Career Education at 213-241-7510.

LAUSD Class of 2016-2019 Graduation Requirements: LAUSD has set the graduation requirements for the Class of 2016-2019 to include an "A-G" course sequence that aligns with the "A-G" course sequence requirements for CSU, the CDE course requirements, and other LAUSD course and non-course requirements. Grades of "D" or better will be counted towards meeting LAUSD graduation requirements although for college eligibility a " C " or better is required.

| Subject | LAUSD Requirements | Comments | Non-Negotiable Requirements | Validation |
| :---: | :---: | :---: | :---: | :---: |
| HISTORY/SOCIAL SCIENCE | 3 Years | Grades of " $D$ " or better will be counted towards meeting LAUSD graduation requirements. <br> For UC/CSU eligibility a "C" or better is required. Courses may be repeated to improve a " D " or " F ". <br> No numerical credit will be earned for repeated courses previously passed. | World History, US History, Government, and Economics See Table 1 | No Validation |
| ENGLISH | 4 Years |  | See Table 2 | No Validation |
| MATHEMATICS | 3 Years |  | Algebra 1 passed in middle school may earn high school graduation credits. Students must take 3 years of math in grades 9-11. See Table 3 | Validation: An advanced level math class can validate the entire math requirement. For UC, an advanced level math class will validate the entire math requirement only if Geometry AB was attempted |
| LABORATORY SCIENCE | 2 Years | "A-G" requirements may also be fulfilled through examination. <br> Refer to Attachment C for details. <br> Also, refer to UC/CSU approved course list for course classification at: s://hs-articulation.ucop.edu/agcourselist\# /list/searchall | Must be one year of Physical Science and one year of Biological Science See Table 4 | Validation: <br> Chemistry - CSU only |
| LANGUAGE OTHER THAN ENGLISH | 2 Years |  | Must be two years of the same language or equivalent to the $2^{\text {nd }}$ level high school course or demonstrate proficiency by exam See Table 5 | Validation: Refer to Attachment C for different options to meet the language requirement |
| VISUAL \& PERFORMING ARTS | 1 Year |  | Must be taken in the same discipline See Table 6 | No Validation |
| COLLEGE PREPARATORY ELECTIVE | 1 Year | School-sponsored interscholastic athletic sports may be considered for physical education graduation credit. | See Table 7 | No Validation: Exception - Advanced level LOTE and mathematics fall under $G$ elective. Validation rules may apply to meet this requirement. |
| PHYSICAL EDUCATION | 2 Years |  | ADV PE 1AB \& ADV PE 2AB See Table 8 | Cheerleading, Drill Team, Dance, Golf, Tennis, Soccer, and other physical education single-subject courses are elective courses and do not meet the physical education requirement. |
| HEALTH | 1 semester |  | See Health section |  |
| Non-course Requirements |  |  |  |  |
| SERVICE LEARNING PROJECT | Must be completed in grades 9-12 and recorded in MiSiS - http://notebook.lausd.net/portal/page? pageid=33,179297\& dad=pt\| |  |  |  |
| CAREER PATHWAY | Must be identified in grades 9-12 and recorded in MiSiS - http://notebook.lausd.net/pls/ptl/ptl apps.nbk doc info.docinfo?p doc id=1260434 |  |  |  |
|  |  | Numerical Credit Requirement |  |  |
| 210 TOTAL NUMERICAL CREDITS | Semester courses earn 5 credits. <br> Yearlong courses earn 10 credits. <br> Exams and validation do not earn numerical credits. |  | $\begin{gathered} \hline \text { Required credits for promotion: } \\ 10^{\text {th }} \text { grade }=50 \\ 11^{\text {th }} \text { grade }=105 \\ 12^{\text {th }} \text { grade }=160 \\ \text { Graduation }=210 \end{gathered}$ |  |

## Division of Instruction

## Los Angeles Unified School District POLICY BULLETIN

## ATTACHMENT B

|  | Comparison Chart of LAUSD High School Graduation Requirements and CSU, UC, Private and Community Colleges |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Subject | LAUSD HIGH SCHOOL GRADUATION <br> (Grade if " $D$ " or better is required) | CALIFORNIA STATE UNIVERSITY <br> (Grade of "C" or better is required) | UNIVERSITY OF CALIFORNIA (Grade of "C" or better is required) | PRIVATE <br> COLLEGES <br> (Grade of "C" or better is required) | COMMUNITY COLLEGES |
|  | "A" Social Sciences | 3 years: <br> World History AB <br> US History AB <br> Principles Am Democracy <br> Economics | 2 years: <br> 1 year - World Hist., Geog. Culture from "A" or "G" 1 year - US Hist. or $1 / 2$ US Hist. and $1 / 2$ Prin. Am Dem | 2 years: <br> 1 year - World History, Geog. Culture from "A" 1 year - US Hist. or $1 / 2$ US Hist. and $1 / 2$ Prin. Am Dem | 2-3 years: <br> World History US History Prin. Am Dem | No Subject Requirements |
|  | "B" English | 4 years <br> English 9AB <br> English 10AB <br> Am Lit/Cont. Comp <br> ERWC AB or <br> Expo Comp/English Elective | 4 years | 4 years | 4 years | Must be 18 years of age, a high school graduate OR Possess a high |
|  | "C" Mathematics | 3 years <br> Algebra 1 <br> Geometry AB <br> Algebra 2AB <br> (In addition to middle school math, students must enroll in math in grades 911) | 3 years <br> Algebra 1 <br> Geometry AB <br> Algebra 2AB <br> Validation rules apply* | 3 years <br> Algebra 1 <br> Geometry AB <br> Algebra 2AB <br> Validation rules apply* <br> Geometry AB must be attempted to use an $A D V$ <br> Level math course to validate the entire math requirement | 3-4 years <br> College <br> Preparatory mathematics each school year | school proficiency test certificate |
|  | "D" Science | $\begin{aligned} & 2 \text { years } \\ & 1 \text { year - Biological } \\ & 1 \text { year - Physical } \end{aligned}$ | ```2 years 1 year - Biological from "D" or "G" 1 year - Physical from "D" or "G"``` | 2 years <br> 2 out of the 3 categories of Biology, Chemistry and Physics | 3-4 years <br> Lab Sciences | Students are most successful when they continue to take |
|  | $\begin{aligned} & \text { "E" Language } \\ & \text { other than } \\ & \text { English (LOTE) } \end{aligned}$ | 2 years Same language Validation rules apply* | 2 years Same language Validation rules apply* | 2 years <br> Same language <br> Validation rules apply* | 3-4 years Same language | college preparatory courses. |
|  |  <br> Performing Arts <br> (VPA) | 1 year <br> Same discipline | 1 year <br> Same discipline | 1 year <br> Same discipline and in sequence | VPA courses may count as electives | Students are also encouraged to |
|  | "G" College Prep Elective | 1 year <br> No introductory courses | 1 year <br> No introductory courses | 1 year <br> No introductory courses | College preparatory courses in area of interest | enroll in honors, <br> Advanced <br> Placement and other rigorous |
|  | Physical Education | 2 years |  |  |  | courses |
|  | Health | 1 semester |  |  |  |  |
|  | Service Learning Project | Verified and recorded in MiSiS | 111111 |  | $1$ |  |
|  | Career Pathway <br> Selection | Verified and recorded in MiSiS |  |  |  |  |
|  | Total Credits | 210 |  |  |  |  |
|  | Additional requirements |  | Min GPA: 2.0 SAT or ACT EPT/MPT | Min GPA: 3.0 <br> SAT or ACT <br> SAT Subject Tests | Min GPA: varies SAT or ACT SAT Subject Tests |  |
|  | *Validation applies only with marks of "C" or better |  |  |  |  |  |

ATTACHMENT C

## DEMONSTRATING LANGUAGE PROFICIENCY IN A LANGUAGE OTHER THAN ENGLISH (LOTE) THROUGH EXAMINATION

Students may demonstrate proficiency and meet the LOTE requirement through one of the following exams:

- AP exam in a language other than English passed prior to the end of grade 12 (including middle school, if applicable), regardless of whether the student was enrolled in an AP world language course.
- IB exam in a language other than English passed prior to the end of grade 12 (including middle school, if applicable).
- LAUSD Spanish Equivalency Examination. Go to http://achieve.lausd.net//Domain/296\#spn-content.
- Proficiency exam administered by an accredited college. Note that not all universities provide examinations to high school students.
- SAT Subject Test in a language other than English or SAT Subject Test in a language other than English with Listening passed prior to the end of $12^{\text {th }}$ grade.

Note: Although students may meet the LOTE requirement per validation rules through the examination options listed above, exams do not yield LAUSD credit. Refer to BUL 2533.0 Procedures for Granting Credit and Achievement Marks in World Languages for more information on meeting the LOTE requirement through examination and on how to enter passing tests scores in MiSIS.

# Los Angeles Unified School District POLICY BULLETIN 

## ATTACHMENT D

## Permission for Early Dismissal

Dear Parent/Guardian

Your child is requesting permission to leave campus early. We are legally responsible to inform you of the pending request.
Only $11^{\text {th }}$ and $12^{\text {th }}$ grade students may request early dismissal if they meet ALL of the following:

- fulfilled their grade level graduation requirements
- in good standing
- enrolled in an approved college course or enrolled in a work experience education program (Student employment alone does not constitute enrollment in a work experience program).
- A student with an IEP, who has been granted approval by their counselor or IEP team to participate in courses or programs at an Adult Education Site or LAUSD Career/Transition Center or to participate in an LAUSD approved work experience program or transition related program, may attend high school for a minimum of 180 minutes per day.
Adult education, including courses taken at Occupational Centers and Skill Centers may be counted as instructional time for students with an IEP. Instructional minutes can be combined across sites and include transportation between District approved sites.
If your child attends an off-site class with your approval, he/she must meet the following requirements:
- Obtain counselor's approval and signature prior to enrollment; otherwise, credit may not be granted.
- Forward verification of enrollment within ten (10) school days to their counselor
- Forward transcript of final grade(s) to their counselor upon completion of the class


## All students must

- Obtain parent's approval/signature
- Show appropriate validation of early leave (e.g. sticker affixed to the back of the student's photo ID) upon request by any school or law enforcement official.

Return completed form and a copy of your student schedule with photo ID in person to [principal or designee] in the [office name] Office

## Cut Along Dotted Line; Return Bottom Half

ID\#
I authorize [name of school] to release my son/daughter early from the school site and assign him/her to a "Home" period in order to attend a college course or work experience program. I understand that $I$ am taking full responsibility for him/her upon leaving the school campus and absolve the school of any responsibility.


## For Office Use:

It has been determined and agreed by the school staff signatures below that the student above will benefit from the class assignment of "Home" in order to attend a college course or work experience program. This will also be documented in the Counseling Communication field in MiSiS.

## Counselor

$\qquad$ Administrator $\qquad$
Home room/ advisory room $\qquad$
Sticker \# (if applicable) $\qquad$ Date $\qquad$

# Los Angeles Unified School District POLICY BULLETIN 

## Permission to Enroll in Service Class or Other Similar Class

Dear Parent/Guardian,

Your child is requesting permission to enroll in a Service class. We are legally responsible to inform you of the pending request. Only $8^{\text {th }}$ and $12^{\text {th }}$ grade students may enroll in Service classes as outlined in Reference Guide 5886.0 if they meet ALL of the following:

- fulfilled their grade level graduation requirements
- in good standing

All students must

- Obtain parent's approval/signature
- Obtain counselor and administrator approval/signature

Return completed form and a copy of the student's schedule with photo ID in person to [principal or designee] in the [office name] Office
. . . . . . . . . . . . . .Cut Along Dotted Line; Return Bottom Half $\qquad$
__I authorize [name of school] to enroll my son/daughter in a Service class (or other similar class with no curricular assignments).

| Student Name (Print) | Grade | Semester/Quarter |
| :---: | :---: | :---: |
| Student Signature |  |  |
| Service Class Title | Room/Period/Teacher: |  |
| Parent Name (Print) | Signature |  |

## For Office Use:

It has been determined and agreed by the school staff signatures below that the student above will benefit from this type of class assignment. This will also be documented in the Counseling Communication field in MiSiS.

| Counselor |  | Date |
| :--- | :--- | :--- |
| Administrator |  | Date |

# Los Angeles Unified School District POLICY BULLETIN 

## Permission to Enroll in a Repeated Class

Dear Parent/Guardian,
Your child is requesting permission to enroll in a class that has been previously passed with a grade of " C " or better. We are legally responsible to inform you of the pending request. Students may enroll in repeated classes as outlined in Reference Guide $\mathbf{5 8 8 6 . 0}$ if they meet ALL of the following:

- fulfilled their grade level graduation requirements
- in good standing

All students must

- Obtain parent's approval/signature
- Obtain counselor and administrator approval/signature

Student will not be granted credit for the repeated class.
Return completed form and a copy of student's schedule with photo ID in person to [principal or designee] in the [office name] Office
. . . . . . . . . . . . . .Cut Along Dotted Line; Return Bottom Half
_I authorize [name of school] to enroll my son/daughter in a class that has been passed with a grade of C or better and will be repeated for the purpose of improving a lower grade. I acknowledge that this repeated class will not grant any credit to the student's total credits.

| Student Name (Print) | Grade | Semester/Quarter |
| :---: | :---: | :---: |
| Student Signature |  |  |
| Repeating Class | Room/Period/Teacher: |  |
| Parent Name (Print) | Signature | Date |

## For Office Use:

It has been determined and agreed by the school staff signatures below that the student above will benefit from the repeated class assignment. This will also be documented in the Counseling Communication field in MiSiS.

Counselor
Administrator

Date
Date

Model of High School Schedule to Meet Graduation Requirements for the Graduating Classes of 2016-2019

| SUBJECT | GRADE 9 | GRADE 10 | GRADE 11 | GRADE 12 |
| :--- | :--- | :--- | :--- | :--- |
| $\begin{array}{l}\text { History/ } \\ \text { Social } \\ \text { Science }\end{array}$ |  | $\begin{array}{l}\text { World History and } \\ \text { Geography: Modern } \\ \text { World AB or } \\ \text { AP World History AB } \\ \text { ("A" Requirement) }\end{array}$ | $\begin{array}{l}\text { US History AB or } \\ \text { AP US History AB } \\ \text { ("A" Requirement) }\end{array}$ | $\begin{array}{l}\text { Principles of American } \\ \text { Democracy or AP } \\ \text { Government \& Politics } \\ \text { ("A" Requirement) } \\ \text { Economics or AP Economics } \\ \text { ("G" Requirement) }\end{array}$ |
| English | $\begin{array}{l}\text { English 9 AB } \\ \text { ("B" Requirement) }\end{array}$ | $\begin{array}{l}\text { English 10 AB } \\ \text { ("B" Requirement) }\end{array}$ | $\begin{array}{l}\text { American Literature \& } \\ \text { Contemporary } \\ \text { Composition or } \\ \text { AP English Language \& } \\ \text { Composition AB } \\ \text { ("B" Requirement) }\end{array}$ | $\begin{array}{l}\text { One semester Expository } \\ \text { Composition or Advanced } \\ \text { Composition and one } \\ \text { semester approved literature } \\ \text { course or Expository Reading } \\ \text { \& Writing AB or AP English } \\ \text { Literature \& Composition AB }\end{array}$ |
|  |  |  |  |  |
| Composition AB |  |  |  |  |
| ("B" requirement)* |  |  |  |  |$]$| Mathematics |
| :--- |

Model of High School Schedule to Meet Graduation Requirements for the Graduating Classes of 2016-2019
(Continued)

| SUBJECT | GRADE 9 | GRADE 10 | GRADE 11 | GRADE 12 |
| :---: | :---: | :---: | :---: | :---: |
| World <br> Languages | World Language courses (minimum 2 years, level 1 - AP) ("E" Requirement) | 4 |  | $\rightarrow$ |
| Visual and Performing Arts | Visual and Performing Arts courses (minimum 1 year, AP available) ("F" Requirement) |  |  | $\longrightarrow$ |
| Health | Health <br> (LAUSD <br> Requirement) <br> Requirement may be met using one of the approved options. |  |  | $\longrightarrow$ |
| Physical <br> Education | Advanced Physical Education 1AB (LAUSD Requirement) | Advanced Physical <br> Education 2AB <br> (LAUSD Requirement) | If Fitnessgram is not passed, student must enroll in a Physical Education course (LAUSD Requirement) | If Fitnessgram is not passed, student must enroll in a Physical Education course (LAUSD Requirement) |
|  |  | If Fitnessgram is passed, Advanced Physical Education 2AB can be taken in Grades 10, 11 or 12 |  | $\longrightarrow$ |
| Additional Requirements | Service Learning completed Career Pathway identified |  |  | $\longrightarrow$ |

