****

**Autauga County Schools Early Completion of Graduation Credits Guidelines**

A student will be eligible for early completion of graduation credits if he/she meets the following requirements:

1. Attend at least seven semesters (three and one-half school years) of secondary school in grades 9-12,
2. Complete all graduation requirements as outlined by the policy of the Autauga County Board of Education, and earn one or more of the following college or career readiness indicators:

• Earn a benchmark score in any subject area on the ACT® College Entrance Exam.

• Earn a qualifying score of three or higher on an Advanced Placement® Exam.

• Earn a qualifying score of four or higher on an International Baccalaureate® Exam.

• Earn college credit while in high school.

• Earn a silver or gold level on the ACT® WorkKeys® Exam.

• Complete an in-school youth apprenticeship program.

• Earn a career technical industry credential listed on the compendium of valuable credentials of the Alabama Committee on Credentialing and Career Pathways.

• Military enlistment.

• Attain Career and Technical Education (CTE) completer status.

• Any additional College and Career Readiness (CCR) indicator approved by the Alabama State Board of Education.

1. Declare a specific objective for early completion, such as early college or vocational school admission or a specific job placement.

Early Completion means that a student is no longer a student in Autauga County; however, he/she may attend the graduation ceremony for that school year. If a student is a candidate for early graduation, he/she will not be able to participate in any other activities (e.g. baseball, softball, wrestling, etc.).

Students may apply for Early Completion upon the completion of their sophomore year, but no later than the beginning of their senior year. All course requirements must be met by **December 31st** of the student's senior year, and 24 credits must have been earned.

A student that fails any academic course will not be eligible for early graduation. Once a student is enrolled in classes the *second semester* of the student's senior year, no classes will be dropped. The student must complete the second semester in order to receive credit and participate in commencement exercises for that school year.

If a student chooses early completion, they will not be considered for valedictorian or salutatorian.

**Process for Applying**

Any interested student in grades 10-12 must complete an application for early completion. Applications will be available in the counselors' offices. The application must be completed and signed by the following: student, parent/legal guardian of the student, counselor, and administrator. Applicants will be evaluated in a prompt manner.

Students applying for early high school completion shall be evaluated on their past academic performance, measures of academic achievement based on state academic content standards, and successful completion of state mandated graduation requirements. If approved for early completion, students will receive written notification from the principal. A student granted early completion status will meet with his/her counselor to design a plan that would allow the student to complete high school graduation requirements on an accelerated basis.

 **EARLY COMPLETION OF GRADUATION CREDITS**

**REQUEST FORM**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am currently in the\_\_\_\_\_\_\_\_ grade at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and would like to participate in the Early Completion of Graduation Credits program. I have attended high school for at least seven semesters (three and one-half school years) in grades 9-12. I understand that early graduation means that I am no longer a student in Autauga County; however, I may attend the graduation ceremony for that school year. If I am a candidate for Early Completion, I understand that I will not be able to participate in any other activities (e.g. baseball, softball, wrestling, etc.) However, I may participate in the Prom and all Senior Graduation functions.

Student Name grade level

School Name

I understand that all course requirements must be met as outlined by the policy of the Autauga County Board of Education, and I must earn one or more college or career readiness indicators as outlined by the Alabama State Department of Education. If I fail any academic course, I will no longer be eligible for early graduation. I further understand that I cannot qualify for valedictorian/ salutatorian. It is my responsibility to keep in contact with school personnel frequently so that I am informed about senior activities, deadlines, and all financial aid and scholarship information.

I declare that I will be\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (i.e. attending college, entering the military, specific job placement, etc.) upon the Early Completion of Credit requirements attained to graduate from Autauga County Schools. Documentation must be attached.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student's Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian's Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Counselor's Signature Date

Attached Documentation

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal's Signature Date



**EARLY GRADUATION PLAN**

**Student Information: (Please Print)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_          \_\_\_\_\_\_\_\_\_\_\_

Last Name       First Name         Middle Initial      Current Grade

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_           \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grad Credits Earned                   Off-Site Accredited Institution(s)                                  Anticipated Grad Date

**Indicate credits that are already acquired:**

**English**       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Math**        \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Science** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**History**     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required LIFE PE/ Beginning Kinesiology (1) Career Prep (1) Health (.5)**

**CFA Electives (3)**   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Additional Electives (2.5+)    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Earned CCR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Credits to be acquired:**

**Required courses to be completed on-site at MHS during the \_\_\_\_\_\_\_\_\_\_ semester of the \_\_\_\_\_\_\_\_\_school year. (These can include regular courses or ACCESS/Edgenuity courses.)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required courses to be completed through off-site accredited institution during the \_\_\_\_\_\_\_\_\_\_ semester of the \_\_\_\_\_\_\_\_\_ school year.**

* **Student is responsible for all registration & course fees associated with off-site institution.**
* **All Credits to be transferred must be preapproved.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required courses to be completed on-site at MHS during the \_\_\_\_\_\_\_\_\_\_ semester of the \_\_\_\_\_\_\_\_\_school year. (These can include regular courses or ACCESS/Edgenuity courses.)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required courses to be completed through off-site accredited institution during the \_\_\_\_\_\_\_\_\_\_ semester of the \_\_\_\_\_\_\_\_\_ school year.**

* **Student is responsible for all registration & course fees associated with off-site institution.**
* **All Credits to be transferred must be preapproved.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notice:** Should student want to participate in graduation ceremonies, they will be required to pay all fees associated graduation.  These fees are non-refundable in the event the student does not meet minimum graduation requirements.  Deviation from the above plan could prevent the student from early graduation.  Any changes to this plan must be approved.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Signature Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/ Guardian Signature Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Counselor Signature Date**