

# Green Level High School Early/Mid-Year Graduation Request Form

### Requirements

Wake County School Board Policy #5530.2.2

Whenever a student completes graduation requirements early, the student:

- A. May elect to graduate prior to the end of the academic year
- B. May not participate in any extracurricular activities or athletics after mid-year graduation
- C. May participate in graduation practice and ceremony at the principal's discretion if a signed request from the parent/guardian has been received within two weeks of the end of the final semester of study.

### Procedures

Procedures for Early/Mid-Year Graduation:

- 1. The parent(s)/court appointed custodian(s) of a student may request early graduation for the student by filing a written request with the school principal at least thirty days prior to the beginning of the student's last semester of enrollment.
- 2. The principal, with a committee of the local school staff, considers the request and approves or denies graduation prior to one's class on an individual case-by-case basis, subject to the criteria stated above.
- 3. All applications must be submitted by June 1<sup>st</sup>.

**Please note:** Once a student has decided to graduate early/mid-year, he/she is only allowed to participate in the following school-sponsored activities in the spring semester: graduation rehearsal and the graduation ceremony. Graduates who are invited as a guest of a Green Level HS student may attend prom.

### Student Information

**Student Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
Street City State Zip

**Parent/Guardian(s):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Student Email Address:** \_\_\_\_\_

**Parent Email Address:** \_\_\_\_\_

**Student Cell Phone:** \_\_\_\_\_ **Parent/Guardian Phone:** \_\_\_\_\_

**Written Request:** \_\_\_\_\_

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

**Parent/Guardian Signature**

**Student Signature**

**Please check one of the following:**  **Early Graduation- One year**  **Mid-year graduation- One semester**

**Circle one:** I **WILL / WILL NOT** participate in the graduation ceremonies in June.

**Please note:** All students who plan to participate in the graduation ceremony must participate in the graduation rehearsal.

### Counselor Review

My signature verifies that I have reviewed this student's record, have discussed this request with the student and/or his/her parent/guardian, and have reviewed the conditions associated with early/mid-year graduation. My signature verifies that this student is on track for early/mid-year graduation.

**Counselor Signature / Date**

**Dean of Students Signature / Date**

Students will need to register for eight courses. If the request for mid-year graduation is approved, please indicate the courses to schedule for 1<sup>st</sup> semester: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

### Administrative Review

**Please check one of the following:**  **Approved**  **Denied**

**Principal Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*Requirements and more information on the back of this form.\***

**Green Level High School  
Early/Mid-Year Graduation Request Form**

**I. Early Graduates: Graduating one year early at the end of the junior year.**

Requirements & Procedures

For graduation prior to one's class a student must:

- A. Show satisfactory mastery of high school academic skills and concepts
- B. Show a need for early graduation (graduating before your class)
- C. Meet the graduation course and testing requirements effective the year he/she entered ninth grade for the first time.
- D. Be a student in good standing (no outstanding fees, discipline issues, etc)
- E. The parent(s)/court appointed custodian(s) of the student may request early graduation for the student by filing a written request with the school principal at least thirty (30) days prior to the beginning of the student's last semester of enrollment.
- F. The principal, with a committee of the local school staff, considers the request, rendering a decision to approve/deny the request to graduate prior to one's class on an individual, case-by-case basis, subject to the criteria stated above.
- G. Indicate their desire to participate in the June graduation ceremony at the time of the request.

**Note:** Once a student has decided to graduate early/mid-year, he/she is only allowed to participate in two school-sponsored activities in the spring semester, graduation rehearsal and the graduation ceremony. Graduates who are invited as a guest of a Green Level HS student may attend prom.

- H. Students who plan to complete college admission requirements before their eighth semester in high school are encouraged to meet with their school counselor regarding post-secondary opportunities.

**Note:** Students applying to college are responsible for contacting colleges/universities prior to completing this form to determine if early or mid-year graduation will affect their admission status.

**II. Mid-Year Graduates: Graduating one semester early (January) in the senior year.**

Requirements & Procedures

Students who wish to graduate mid-year of their senior year must:

- A. Meet the graduation course and testing requirements effective the year he/she entered ninth grade for the first time.  
**Note:** Students applying to college are responsible for contacting colleges/universities prior to completing this form to determine if early or mid-year graduation will affect their admission status.
- B. Complete the Early/Mid-Year Graduation request form no later than October 31<sup>st</sup> of the fall semester of their senior year indicating their desire to graduate mid-year. The signature of the student and their parent(s)/court appointed custodian(s) must be included on the request form.
- C. Indicate their desire to participate in the June graduation ceremony.

**Note:** Once a student has decided to graduate mid-year, he/she is only allowed to participate in two school-sponsored activities in the spring semester, graduation rehearsal and the graduation ceremony. Graduates who are invited as a guest of a Green Level HS student may attend prom.

- D. Be a student in good standing (no outstanding fees, discipline issues, etc)