

1 **Browning Public Schools**

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3 **Policy #4510**

4 Policy Name: *Early Graduation*

5 Regulation:

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7 Browning Public Schools believes that high school provides students with valuable learning  
8 experiences and a full four-year schedule offers students multiple opportunities to participate,  
9 mature, and learn from course offerings and extra curricular activities. However, early graduation  
10 will be considered for students who have committed to the following post graduation plans or have  
11 the following circumstances:

- 12
- 13 1. Entrance into an advanced program of vocational education.
- 14
- 15 2. Entrance into the armed services to obtain specialized training which will be utilized in the job  
16 market later on.
- 17
- 18 3. The need to work to help support a family that requires the student to become a wage earner.
- 19
- 20 4. Marriage or family obligations that require the student to be a primary care giver.
- 21
- 22 5. Early entry into college.
- 23
- 24 6. Exceptional documented hardship.
- 25

26 An early graduation form will be provided to students upon their request. Students must complete  
27 five semesters and/or eight trimesters of school attendance and be 17 years old prior to making the  
28 request. The student will need to develop a plan to meet minimal graduation requirements within the  
29 existing standard curriculum in seven semesters. Requests must be made prior to May 30<sup>th</sup> of the  
30 school year prior to the proposed early graduation date. (Spring semester of the student’s junior year)

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32 Requests for early graduation submitted by a student served in accordance with an Individualized  
33 Education Program (IEP) may only be submitted after the student has completed five semesters  
34 and/or eight trimesters of school attendance and be 17 years old. The students will also provide the  
35 required information and documentation outlined in this policy. The request will then be referred to  
36 the IEP Team for review. The IEP team will consider all necessary factors related to the terms of  
37 IEP prior to making a recommendation to the Superintendent regarding acceptance or denial of the  
38 request for referral to the Board of Trustees.

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40 The student requesting early graduation shall have a minimum cumulative GPA of 2.5 and core  
41 course requirements which indicate a minimum GPA of 2.0. Normative assessment results such as  
42 the ITBS or TAP indicating skill development at the 4<sup>th</sup> stanine or above are required.

43  
44 The Board of Trustees shall require the following information in order to consider a request for early  
45 graduation:

- 46
- 47 • An Early graduation Request Form to be completed by the student which includes a handwritten  
48 letter from the student outlining the reasons for the student’s request.
- 49

- 1 • A letter from the parents or guardian supporting the student’s request.
- 2
- 3 • A high school counselor shall compile an information packet for the Board regarding the
- 4 student’s school history and performance which will include a transcript; the student’s
- 5 attendance; GPA; and the history, number, and basis of behavioral referrals. This information
- 6 packet or portfolio will also include projected course plan for the remainder of the student’s high
- 7 school career and the counselor’s recommendation regarding the request.
- 8
- 9 • A letter from an academic department head in support of the request.
- 10
- 11 • A letter from the principal supporting the request based on the reasons for the student request,
- 12 and consideration of the student’s maturity in planning and follow through regarding post
- 13 graduation prospects shall also be obtained.
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- 15
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18 **Cross Reference:** #4500 Graduation

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20 **Legal Reference:** 20-1-301, MCA Graduation Seniors Requirement

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22

23 **Policy History:**

24 Adopted on: 1/12/99

25 Revised on: 8/14/07, 1/8/08, 1/29/20