



# LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

**TITLE:** Graduation Requirements for the Classes of 2020-2023

**NUMBER:** BUL-076308

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**ROUTING**  
Local District Superintendents  
Administrators of Instruction  
Directors  
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Counseling Coordinators  
Secondary Principals  
Secondary Assistant Principals  
College Counselors  
Counselors

**DATE:** October 7, 2019

**POLICY:** This bulletin replaces BUL-6778, *Graduation Requirements for the Class of 2020*, dated December 15, 2016 and BUL-045786.1, *Graduation Requirements for the Class of 2021*, dated February 23, 2018. This bulletin also outlines the graduation requirements for the classes of 2022 and 2023 and how they relate to the California State University (CSU) “a-g” minimum admission requirements.

This bulletin defines grade-level promotion requirements, a passing grade in “a-g” courses, the graduation requirements for English Learners and students with disabilities, and the alternative graduation requirements for students in foster care, students experiencing homelessness, students on probation, children in military families, migratory students, and newly arrived students eligible for exemptions provided under Education Code Section 51225.1 and 51225.2. See Attachment I.

**MAJOR CHANGES:** For the class of 2020 and beyond, the circumstances under which high school numerical credit may be granted for Algebra 1 taken in middle school during grades 7 or 8 have changed (see page 5, Mathematics).

For the classes of 2020 and beyond, high school courses passed during the summer term between grades 8 and 9 will earn high school credit.

For the classes of 2020 and beyond, students with disabilities (SWDs) must be enrolled in and **pass** (“D” or better) at least year one of a LOTE course. Validation rules apply. SWD’s may qualify for a waiver for year two equivalency only.

For the classes of 2020 and beyond, Academic English Language Development (ELD) 3AB, Academic ELD 4AB, Literacy and Language (L&L) and Advanced ELD may substitute for grades 9 - 12 English after the appropriate district-approved English course has been attempted (see English section).

For the classes of 2020 and beyond, Spanish Speakers 1AB passed with a “D” will not meet the two-year LOTE requirement for graduation. Equivalency for two years will be granted for grades of “C” or better only.



### **Graduation Exemptions**

Educational Code 51225.1 and 51225.2 require school districts, county offices of education, and charter schools to take action when it determines that students in foster care, students experiencing homelessness, students in the juvenile court system, and military family students are reasonably able to complete the local graduation requirements within a fifth year of high school. These sections also require that school districts, county offices of education, and charter schools accept or issue these students full or partial credit for coursework while attending another school, even if the student did not complete the entire course. EC 51225.2 has been amended to extend these provisions to migratory students and newly arrived immigrant students.

For the classes of 2020 and beyond, new science core courses aligned to the Next Generation Science Standards (NGSS) are available. The new courses have different course titles and course numbers. Currently, students may use a combination of courses to meet graduation requirements.

Section XI has been updated to clarify the difference between the graduation cohort and graduation year.

## **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.”

On May 23, 2012, the 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.

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, L.A. Unified graduation requirements include completion of the minimum CSU “a-g” course requirements. In addition to the “a-g” course sequence, students must complete California Department of Education (CDE) and requirements set forth by L.A. Unified Board of Education. The L.A. Unified “a-g” and the additional CDE and L.A. Unified course requirements require a passing grade of “D” or better for graduation eligibility.

### **II. GRADUATION ELIGIBILITY**

To receive a high school diploma in L.A. Unified, students must earn 210 credits and a grade of “D” or better in all courses which satisfy the following:

- Minimum CSU “a-g” course sequence
- CDE graduation requirements, and
- Additional L.A. Unified graduation requirements

The table on the next page summarizes the minimum “a-g” subject requirements, CDE and additional L.A. Unified requirements for graduation eligibility. More detailed tables for each subject area requirement follow.



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	Subject	Years	Comments
<b>“A-G” Requirements</b>	A – History/Social Science	2 years	No Validation*
	B – English	4 years	No Validation*
	C – Math	3 years	Validation*
	D – Lab Science	2 years	Validation * (CSU: Chemistry or Chemistry in the Earth System only)
	E – Language Other than English	2 years	Validation*
	F – Visual & Performing Arts	1 year	No Validation*
	G – College Prep Elective	1 year	No Validation*

+

	Subject	Years	
<b>CDE – CA State Requirements</b>	History/Social Science	3 years	World History, US History, Principles of American Democracy/Government, Economics
	English	3 years	
	Mathematics	2 years	2 years required in HS + Algebra requirement
	Science	2 years	Biological and Physical
	VPA or LOTE or CTE	1 year	
	Physical Education	2 years	

+

	Subject	Credits	
<b>L.A. UNIFIED Additional Requirements</b>	Health Course	5	
	Service Learning Requirement		
	Career Pathway Selection		
	<b>TOTAL CREDITS REQUIRED</b>	210	

*\*Please refer to Section III Validation for more information.*

## A. History/Social Science 3 years required

Table 1 – Recommended course sequence (also includes Honors) to meet the Requirement for History/Social Science			
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
	370127/28 WHG: Mod Wld AB	370129/30 US Hist 20th AB	370603 Prin Am Democracy/ 370605 AP Govt & Pol & 370905 Economics
	370133/34 AP Wld Hist AB	370111/12 AP US History	370906 AP Micro Economics/ 370907 AP Macro Economics

The CDE requires 3 years of social science to include World History, U.S. History, Principles of American Democracy, and Economics.

Principles of American Democracy and Economics are not necessary to meet the “a” requirement but may satisfy the “g” requirement.



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## B. English 4 years required

Table 2 – Required course sequence (also includes Honors) to meet the requirement for English			
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
230107/08 English 9AB	230109/10 English 10AB	230111 American Lit./ 230201 Cont. Comp.	230206 Expos. Comp. or 230207 Adv. Comp./“b” subject area Grade 12 ELA Literature Elective
		230115/16 Auth. Comp. AB	230125/26 AP English Language
		230125/26 AP English Language	230117/18 AP English Literature
		230117/18 AP English Literature	230231/32 ERWC AB

Students must be scheduled in English courses each semester they are enrolled.

*Academic English Language Development (ELD) 3, Academic ELD 4, Literacy and Language (L&L), and Advanced ELD* are categorized as English Language Development courses by University of California Office of the President (UCOP). A maximum of two semesters (10 credits) may be used to satisfy the “b” subject area requirement if a grade level English course is failed. Please refer to MEM-6909.1, *Placement, Scheduling and Staffing for English Learners in High School for 2018-2019*, dated January 7, 2019.

Courses that may be used for substitution	Class of 2020-2023
Academic ELD 3	Substitution applies to unsuccessful grade level courses taken in grades 9-12.
Academic ELD 4	
Literacy & Language	
Advanced ELD	
Maximum Substitution of Two Semesters (10 Credits)	



C. Mathematics  
3 years required

Table 3 – Recommended course sequence (also includes Honors) to meet the requirement for Mathematics			
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
310341/42 CC Algebra 1 (Year-long)	310423/24 CC Geometry AB	310343/44 CC Algebra 2AB	Additional years of mathematics depend on students' college and career goals (see the approved course list: <a href="http://achieve.lausd.net/Page/8039">http://achieve.lausd.net/Page/8039</a> )
310233/4 Financial Algebra 1AB	310343/44 CC Algebra 2AB	other 3 <sup>rd</sup> year of Math (see the approved course list: <a href="http://achieve.lausd.net/Page/8039">http://achieve.lausd.net/Page/8039</a> )	
310423/24 CC Geometry AB	310239/40 Financial Algebra 2AB		
310343/44 CC Algebra 2AB	other 2 <sup>nd</sup> year of math (see the approved courses list: <a href="http://achieve.lausd.net/Page/8039">http://achieve.lausd.net/Page/8039</a> )		

All course sequences listed in REF-069702.0, *High School Mathematics Placement and Pathways*, dated April 3, 2019, include CC Geometry AB either immediately following CC Algebra 1 or taken concurrently with it.

L.A. Unified policy requires students to be enrolled in mathematics courses at least in grades 9 through 11. Grade 12 enrollment is strongly recommended.

Validation Guidelines:

1. Validation rules do not apply to CDE requirements or exempt a student from the L.A. Unified requirement of enrollment in a mathematics course for all ninth, tenth, and eleventh graders. Students must earn 20 credits in math including an Algebra I course (or a course that meets or exceeds the rigor of the content standards of Algebra I).
2. A grade of “C” or better in a higher-level course will validate a lower level course in advanced math courses.
3. A grade of “C” or better in Statistics or AP Statistics will validate only Algebra I and Algebra II, not Geometry. See table above for additional courses.

Middle School Math: Class of 2020

Students in the Class of 2020 who took Algebra 1 as part of the Highly Accelerated 8/Algebra 1 course during grade 7 may have received 10 high school mathematics credits for high school Algebra. To receive the credits, grade 7 students had to meet the following requirements:

- A grade of “A” or “B” in Accelerated CC Algebra 1 and a score of “Proficient” or “Basic” in the Algebra 1 Summative Assessment, or
- A grade of “C” in Accelerated CC Algebra 1 and a score of “Proficient” in the Algebra 1 Summative Assessment.



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### Middle School Math: Classes of 2021 and 2022

Students in the class of 2021 and 2022 who took Algebra 1 during grades 7 or 8 will receive 10 high school mathematics credits for Algebra 1 taken in middle school if they earned a “D” or better in both semesters of Accelerated CC Algebra 1 (310339H and 310340H) or Highly Accelerated 8/Algebra 1 (310119H and 310120H).

### Middle School Math: Class of 2023

Students in the class of 2023 and beyond will no longer be eligible to receive 10 high school mathematics credits for middle school courses that include Algebra 1 content.

For assistance, contact Secondary Mathematics at (213) 241-6444.

### D. Laboratory Science 2 years required

Table 4 – Recommended course sequence (also includes Honors) to meet the requirement for Laboratory Science			
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
360121/2 ICS1AB (physical science) or 361319/20 Interactions (physical science)	360737/8 Biology: Living Earth 360123/4 or ICS2AB (biological science)	361401/2 Chemistry AB / 361413/4 Chemistry in the Earth System	Additional years of science depend on students’ college and career goals (see the approved course list: <a href="http://achieve.lausd.net/Page/8040">http://achieve.lausd.net/Page/8040</a> )
360701/2 Biology AB or 360737/8 Biology: Living Earth	361401/2 Chemistry AB / 361413/4 Chemistry in the Earth System	361501/2 Physics AB/ 361531/32 Physics in the Universe  361403/4 AP Chemistry/ 360707/8 AP Biology	

Students must complete at least one year of biological science and one year of physical science. Integrated/Coordinated Science 1 or Interactions will satisfy the physical science requirement and Integrated/Coordinated Science 2 will satisfy the biological science requirement. Integrated/Coordinated Science 3 will satisfy either the biological or the physical science requirement.

Science requirements must meet the new California Next Generation Science Standard (NGSS) Framework and be taught by a teacher with the appropriate science credential.

The CDE requires that two years of science, one year of biological science and one year of physical science, be successfully completed (passed with a “D” or better) in high school.

#### Validation Guidelines:

1. A grade of “C” or better in the second semester will validate a “D” or “Fail” in the first semester in chemistry (CSU only).



- E. Language Other than English (LOTE)  
2 sequential years (4 sequential semesters) required, in the same language

Table 5 – Recommended course sequence (also includes Honors) to meet the requirement for LOTE			
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
LOTE 1	LOTE 1	LOTE 2	Additional years of LOTE depend on students’ college and career goals.
LOTE 2	LOTE 2	LOTE 3	
	LOTE 3	Additional years of LOTE depend on students’ college and career goals.	

The LOTE requirement may also be satisfied through examination. Attachment B identifies six examination options for students to demonstrate proficiency in LOTE. UCOP-approved LOTE courses completed in Grades 7 and 8 may be used to satisfy the L.A. Unified graduation requirement. Students will not receive high school numerical credit.

For the classes of 2020 and beyond, Spanish Speakers 1AB passed with a “D” will not meet the two-year LOTE requirement for graduation. Equivalency for two years will be granted for grades of “C” or better only.

For the classes of 2020 and beyond, students with disabilities (SWD’s) must be enrolled in and pass (“D” or better) at least year one of a LOTE course. SWD’s may qualify for an exemption for year two equivalency only.

Validation Guidelines:

2. A grade of “C” or better in the second semester will validate a “D” or “Fail” in the first semester in LOTE.
3. A grade of “C” or better in a higher-level course validates a lower level course in advanced math courses and LOTE of the same language.
4. A higher-level LOTE course can validate the appropriate number of years based on the level. Refer to the College and Career website at <http://achieve.lausd.net/Page/8041> to determine the LOTE level. For information on demonstrating LOTE proficiency by examination, see Attachment B.





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**F. Visual and Performing Arts (VPA)**

1 year required in the same discipline (dance, music, theater, and visual arts).

Table 6 – Recommended course sequence (also includes Honors) to meet the requirement for Visual and Performing Arts			
9th	10th	11th	12th
<p>The VPA Requirement (same discipline) can be met at any grade level. Additional years of VPA depend on students’ college and career goals.</p>			

**G. College Prep Elective 1 year required**

Table 7 – Recommended course sequence (also includes Honors) to meet the requirement for a College Prep Elective			
9th	10th	11th	12th
<p>The College Prep elective requirement can be met at any grade level. Additional years and subject choices depend on students’ college and career goals.</p>			

Students must satisfy this requirement by completing two semesters from the list of “g” approved courses. 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. Economics and Principles of American Democracy may satisfy the “g” requirement.

**H. Physical Education Course Requirement 2 years required**

Table 8 – Recommended course sequence to meet the PE Requirement.			
9th	10th	11th	12th
330105/06 ADV PE 1AB	330121/22 ADV PE 2AB	→	Additional years and subject choices depend on students’ college and career goals.
	ADV PE 2AB can be taken in Grades 10-12		

All students are required to pass four semesters of a physical education program (California Education Code § 51222 and 51241). For specific service delivery options, refer to BUL-2528.1, *Physical Education Programs Grades K-12* and REF-6082.0, *Student Physical Education Exemption Letter*, dated December 21, 2009. Students in Grade 9 are to be enrolled in Physical Education Course ADV PE 1AB. All ninth grade students are expected to participate in the state-mandated physical fitness test (Fitnessgram®).





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To complete the PE requirement, the district recommends two options:

- Option 1: All ninth-grade students are to be enrolled in ADV PE 1AB (330105/06). Students must also take ADV PE 2AB (330121/22) in Grade 10. Students must continue to take PE in Grades 11 and 12, until they pass the physical fitness test. See below for alternative options available for school-sponsored, CIF athletics.
- Option 2: For schools with lower numbers of students, any student in Grades 9 and 10, could be put in ADV PE 1AB or ADV PE 2AB where the students would receive all eight content areas over the course of two years. Students must continue to take PE in Grades 11 and 12, until they pass the physical fitness test.

Please Note: Students who satisfactorily pass five(5) of six(6) on the Physical Fitness Test (PFT) can choose a 2-year exemption. This means that their second year of PE can be taken in grade 10,11, or 12. This option may allow flexibility in a student’s schedule since they are not limited to taking the second year of PE in grade 10. See BUL-2457.1, *Physical Education Exemptions*, dated June 19, 2009.

School-sponsored, CIF-sanctioned, interscholastic competitive athletics may be used for physical education graduation credit. During the off-season, athletes may be enrolled in an Advanced Conditioning course (ADV COND, 330205), rather than one of the required courses listed in Options 1 and 2. The Advanced Conditioning course

must include training for the appropriate sport as well as any of the state-required PE content areas (see <http://www.cde.ca.gov/ci/pe/>) not included in the sport. Students enrolled in winter season sports, or both a fall and spring sport are not required to be enrolled in Advanced Conditioning. (See Attachment G for a table of which course to schedule in each semester.)

Cheerleading (non-CIF), 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 Secondary*, dated December 21, 2009.

I. Health Requirement 1 semester required - No validation

Table 9- Recommended course sequence to meet the Health Requirement			
9th	10th	11th	12th
HEALTH SH 260103 is frequently scheduled in grade 9, but may be scheduled in any year.			

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.



J. Non-Course Requirements - No validation

Table 10- Non-Course Requirements			
9th	10th	11th	12th
Career Pathway and Service Learning can be met at any grade level.			
210 Numerical Credits			

1. Career Pathway Requirement

During the ninth 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 may be done via Naviance, ConnectEd Studio’s ECCCO online curriculum, career fairs, worksite tours, work-based learning activities and websites, such as mynextmove.org, and careercruising.com.

Please refer to REF-3973.7, *College Awareness Experiences for High School Students*, dated December 7, 2018. Advisory periods, homeroom and counseling sessions are all options for delivering this exploration and assessment. As part of the annual Individualized Graduation Plan (IGP) meeting, counselors will document the student's chosen career pathway, which must be aligned to Career Technical Education (CTE) courses and career pathways available at the school site (see REF-911.1, *Career Pathways Graduation Requirement*, dated July 6, 2012). The Career Pathway must be documented in MiSiS.

2. 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*, dated March 12, 2007. Completion of the Service Learning requirement must be documented in MiSiS.

3. 210 Numerical Credit Requirement

Students must accumulate a total of 210 credits to meet the numerical credit requirement. Students will receive 5 numerical credits for semester-long courses passed with a grade of “D” or better. A year-long course passed with a grade of “D” or better earns 10 numerical credits.

Note: Requirements satisfied through validation and examination do not yield numerical credits.



### III. VALIDATION

#### A. Validation

L.A. Unified has adopted validation rules that follow those used for CSU admissions requirements. Validation does not grant numerical credits, satisfy CDE requirements, or meet in seat enrollment in any subject. The only exception to in-seat enrollment is in LOTE.

“Validation” refers to the granting of “a-g” credit when a student successfully completes advanced work (earning a grade of “C” or better) in an area of sequential knowledge. For example, the student is presumed to have achieved proficiency in the lower-level coursework (e.g., Spanish 2B, successfully completed with a grade of “C” or better, validates Spanish 1A, 1B, and 2A).

#### B. Validation Limitations

1. Students do not earn numerical credits for requirements satisfied through validation.
2. Validation rules do not satisfy CDE minimum high school graduation requirements.
3. Validation does not satisfy the L.A. Unified requirement that students be enrolled in mathematics courses in Grades 9, 10 and 11.
4. For admissions criteria for colleges and universities, refer to the institutions’ websites and/or documentation to ensure that students will satisfy specific college admissions requirements.

### IV. EXAMINATION

Satisfying “a-g” Course Requirements by Examination:

1. Advanced Placement (AP), SAT Subject test, and International Baccalaureate (IB) exam scores may be used to satisfy L.A. Unified “a-g” course requirements. Refer to the CSU minimum score index listed in attachment H for more information. Note: satisfying “a-g” course requirements by examination will not meet any CDE requirements and will not yield L.A. Unified numerical credits.
2. LOTE exams and subject matter tests do not meet the CDE requirements and will not yield L.A. Unified numerical credits.

### V. NUMBER OF REQUIRED COURSES AND MINUTES

- A. 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 are part of the school’s regular program, regardless of the bell schedule.



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- B. The only exceptions to the above are:
1. A twelfth-grade student who is on track for completing all of the requirements for graduation, and is enrolled in Work Experience, 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/L.A. Unified Policy).
  2. An eleventh or twelfth grade student who is enrolled part time in college classes (with prior approval of an administrator or designee), for which academic credit will be provided, may attend high school for a minimum of 240 minutes per day (California Education Code 46146/L.A. Unified policy).
  3. A student with an Individualized Education Plan (IEP), who has been granted approval by his or her counselor and IEP team to participate in courses or programs at an Adult Education Site or L.A. Unified Career/Transition Center or to participate in District-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.
  4. Permission is required by parent/guardian and the educational rights holder (if different from parent/guardian) for any student who meets the exceptions listed above and is placed on a shortened schedule. See Attachment C for the Parent/Guardian 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 may have his or her approval to have a shortened school day revoked by the principal or designee at any time.

### **VI. CREDIT FOR COURSEWORK DURING THE SUMMER TERM BETWEEN GRADES 8 AND 9**

- A. Students in the class of 2020 and beyond who earn a passing mark (“D” or better) in high school courses taken during the summer term between their eighth and ninth grade years will receive high school graduation credit for those courses.



**VII. CREDIT FOR SCHOOL SERVICE, SIMILAR COURSES, AND REPEATED COURSES**

- A. School Service courses are reserved only for Grade 12 students who are on track to graduate and meet all of the criteria outlined in REF-5886.1, *Student Enrollment in Service Courses*, dated August 17, 2016. Students in Grades 9 through 11 shall not be enrolled in a service-type class. The academic counselor, administrator, or designee must ensure that students meet the enrollment criteria for Service. The student's parent, counselor, and administrator must sign the Parent Authorization Form, Attachment D, 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.
- B. Education Code sections 51228.1-51228.3 allows the assignment of students to such courses without "educational content" only if three conditions are met: 1) the pupil's parent/guardian has consented in writing to such an assignment; 2) a school official has determined that the pupil will benefit from being assigned to such a course; and 3) the principal or assistant principal has stated in a written document, maintained at the school for the relevant school year, that no students are assigned to those classes unless the school has met the above conditions. However, the legislation also states that 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."
- C. These provisions further provide the same conditions when a student is scheduled in a course which he or she has previously completed and for which he or she has previously received a grade of "C" or better. See Attachment E.
- D. These conditions (i.e., 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.
- E. Schools assigning students to Service classes, other similar classes, or repeated classes to students must record the parent permission and administrator verification form (Attachment D and E) for every student and keep them on file.



**VIII. 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 L.A. Unified 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 the required numerical credits for that grade level (see Section VIII). To be considered eligible for UC or CSU admission, a student must earn a grade of “C” or better in “a-g” courses.

Grade Level Benchmarks			
9 <sup>th</sup> grade	10 <sup>th</sup> grade	11 <sup>th</sup> grade	12 <sup>th</sup> grade
1 • B English	1 • A World History	2 • A US History	3 • A Prin Am Dem • G Economics
1 • C Math	2 • B English	3 • B English	4 • B English
1 • PE	2 • C Math	3 • C Math	1 • F Vis & Perf Art
✓ • Career Pathway	1 • D Bio or Phys Sci	2 • D Bio or Phys Sci	1 • G Elective
	1 • E LOTE	2 • E LOTE	✓ • Service Learning
	2 • PE		
	½ • Health		
50 Credits	105 Credits	160 Credits	210 Credits

**IX. REQUIRED CREDITS 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:

Grade 10	Grade 11	Grade 12
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 4x4 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.



## X. ADULT SCHOOL CREDIT

Students may complete “a-g” courses in adult school. Schools need to verify that courses have received the appropriate “a-g” designation by checking the adult school’s approved “a-g” Course List on the UCOP website: <https://hs-articulation.ucop.edu/agcourselist#/list/search/institution> prior to student enrollment in class. Refer to BUL-1757.2, *Equivalent Academic Courses in Adult Education for Senior High School Diploma Credit*, dated March 31, 2016.

## XI. GRADUATION COHORT VS. GRADUATION YEAR

### A. Graduation Cohort

The first 9<sup>th</sup> grade enrollment in the United States determines the student’s graduation cohort. Students are expected to graduate four years later by August 15<sup>th</sup> of the fourth year. For the purpose of calculating graduation rate, early graduates will be included in their cohort. Graduates that complete requirements within one year after August 15<sup>th</sup> will be counted as a “fifth year graduate” for their original cohort. Once established, the graduation cohort cannot be altered. This date is reported to the California Longitudinal Pupil Achievement Data System (CALPADS). See REF-055699.1, *Adjusted Cohort Graduation Rate (AGGP)*, dated June 7, 2019.

### B. Graduation year:

When a student enters an L.A. Unified high school in grade 9 for the first time, the “graduation year” is set in MiSiS. Refer to REF-1963.1, *Graduation Year Guidelines to Determine Requirements for the Diploma*, dated March 13, 2017 and MiSiS job aids (<https://achieve.lausd.net/misisjobaids>) for additional information. Students must meet the graduation requirements of the school year listed on the diploma. The “graduation year” is used to determine the graduation requirements the student must fulfill. In most instances, the graduation cohort and graduation year align.

- a. If a student completes the graduation requirements at the end of summer school or at the end of the fall semester following the graduation year (identified in MiSiS), he or she will receive the diploma with the previous June graduation date and be held to the graduation requirements of their graduation year.
- b. With the approval of the principal, students may continue to work on original graduation requirements up to one year after the end of the fall semester following the original expected graduation date. These students must be continuously enrolled and must make adequate academic progress to maintain their enrollment. The “Graduation Requirements Year” field is not changed, and these students must





meet the graduation requirements of their entering cohort. However, the date on the diploma will reflect the date when graduation requirements were completed.

Please refer to REF-1963.1, *Graduation Year Guidelines to Determine Requirements for the Diploma*, dated March 13, 2017 for additional information regarding students at Options Schools; English Learners; students in foster care, students on probation, students experiencing homelessness, students of military families, migratory youth, and newcomer students; and students with disabilities.

## **XII. STUDENTS WITH DISABILITIES**

### **A. Waivers and Exceptions**

Students with disabilities working toward a diploma are required to meet the same graduation standards as their peers without an Individual Education Program (IEP). 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:

1. Algebra 1: See REF-5982.2, *Algebra 1 Waiver Procedures for Students with Disabilities*, dated August 21, 2017.
2. Algebra 2: See BUL-6257.1, *High School "A-G" Requirements and Students with Disabilities*, dated March 27, 2017.
3. LOTE (Languages Other Than English): All students must be enrolled in and pass (earn a mark of "D" or better) year one of a LOTE course. An exemption from the second year of LOTE is possible, in some cases, for students with disabilities. See BUL-6257.1, *High School "A-G" Requirements and Students with Disabilities*, dated March 27, 2017.
4. Physical Education: See BUL-2457.1, *Physical Education Exemptions*, dated June 19, 2009.

### **B. Certificate of Completion**

Students with disabilities who do not complete all the requirements for a diploma may be eligible for a Certificate of Completion. Students on the core curriculum who earn a certificate of completion without earning a diploma are eligible to continue receiving special education services until they reach 22 years of age, or until earning a diploma, whichever comes first. Students who participate on the alternate curriculum, as indicated in their IEP, may be enrolled in graduation credit courses with core standards modified, as appropriate. Therefore, these students are eligible for a



Certificate of Completion. 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-6056.6, *Issuance of Diplomas or Certificates of Completion for All Eligible Students with Disabilities*, dated May 2, 2019 for guidelines on issuing Certificates of Completion.

### **XIII. ENGLISH LEARNER STUDENTS**

- A. Per state and federal regulations, all English Learners who have not yet met the reclassification criteria are required to have an English Language Development course. English Learners who are classified as Long Term English Learners take Literacy & Language or Advanced ELD as their English Language Development course. Per University of California Office of the President (UCOP), Literacy & Language, Advanced ELD, Academic ELD 3 and Academic ELD 4 courses are approved for “b” credit. These courses may be used to substitute the “b” credit requirement for a maximum of two semesters after the appropriate district-approved English course has been attempted (see English section). These courses, if not used to satisfy the “b” credit requirement, may be used for “g” credit. See page 4 for additional information.
- B. English Learners who are newcomers enrolling in high school as their first U.S. school experience may remain in high school until graduation requirements are met or through the age of 21, whichever comes first, as long as sufficient progress to meet graduation requirements is being made. In order to support newcomer English Learners in completing graduation requirements, they should be placed in the grade level that corresponds to the number of qualifying credits they bring and not be placed in a grade level solely based on age. This guideline ensures that newcomer English learners have access to extended time to complete graduation requirements.

### **XIV. GRADUATION EXEMPTIONS: PUPILS IN FOSTER CARE, STUDENTS EXPERIENCING HOMELESS, PROBATION STUDENTS**

#### **A. Legislation**

Educational Code 51225.1 and 51225.2 require school districts, county offices of education, and charter schools to take action when it determines that students in foster care, students experiencing homelessness, students in the juvenile court system, and military family students are reasonably able to complete the local graduation requirements within a fifth year of high school. These sections also require that school districts, county offices of education, and charter schools accept or issue these students full or partial credit for coursework while attending another school, even if the student did not complete the entire course. EC 51225.2 has been amended to extend these provisions to migratory students and newly arrived immigrant students.



Refer to Attachment I for additional information.

B. Provisions

1. Students that meet eligibility as defined by Educational Code 51225.1 and 51225.2 and who transfer between schools any time after the completion of their 2<sup>nd</sup> 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<sup>th</sup> year of high school.
2. If a school determines that a student is reasonably able to complete the school district's graduation requirements within a 5<sup>th</sup> year of high school:
  - a. The school shall inform the student of his or her option to remain in school for a 5<sup>th</sup> year to complete the school district's graduation requirements.
  - b. The school shall notify the student and the education rights holder about the effect this will have on his or her ability to gain admission to a postsecondary educational institution.
  - c. The school shall provide information about transfer opportunities available through the California Community Colleges.
  - d. The school shall permit the student to attend a 5<sup>th</sup> year or beyond 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.
3. 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<sup>rd</sup> or 4<sup>th</sup> year, whichever will qualify the student for the exemption.
4. Schools must notify the holder of education rights, the youth, and the youth's social worker within 30 days of a transfer of the exemption and whether the student qualifies for the exemption.
5. Students that meet eligibility as defined by Educational Code 51225.1 and 51225.2 and complete the state graduation requirements before the end of their 4<sup>th</sup> 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<sup>th</sup> year of high school.
6. Schools must notify eligible students that any course requirements waived 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.
7. Students who meet eligibility as defined by Educational Code 51225.1 and 51225.2 shall not be required to accept the exemption and are entitled to remain in attendance at their school. Students in Foster



- Care, students experiencing homelessness, probation youth, children of military families, migratory students and newly arrived students may not be denied enrollment in, or the ability to complete courses for which they are otherwise eligible, including courses necessary to attend an institution of higher education.
8. If an eligible student 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.
  9. If an eligible student is exempted from local graduation requirements and accepts the exemption, a school shall not revoke the exemption even if the original eligibility status changes.
  10. Schools, officials, students, educational rights holders, social workers, or probation officers shall not require or request that students in foster care, students experiencing homelessness, students on probation, migratory students, or newly arrived students transfer to another school to qualify the student for an exemption.

#### C. CDE Minimum High School Graduation Requirements

The minimum graduation requirements for eligible students in foster care, students experiencing homelessness, students on probation, children in military families, migratory students, or newly arrived students 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:

1. Three courses 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.
2. Three courses in English.
3. Two courses in mathematics. Algebra 1, or an advanced Algebra course, must be completed in Grades 7-12.
4. Two courses in science, including biological and physical sciences.
5. One course in visual and performing arts, or LOTE, or Career and Technical Education (CTE).
6. Two courses in physical education, unless the pupil has been exempted pursuant to the provisions of this code. Refer to BUL-2457.1, *Physical Education Exemptions*, dated June 19, 2009 for guidelines.

Students must complete the CDE requirements with a grade of “D” or better. In many cases, completion of an “a-g” course will also satisfy the CDE requirement.

If the principal, or designee, and the counselor determine that a student is eligible for a graduation exemption as defined by Educational Code 51225.1 and 51225.2 and will graduate and receive a diploma meeting



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the minimum CDE requirements, this information should be noted in the cumulative record and MiSiS. Refer to BUL-xxxx, *Graduation Exemptions and Partial Credits*, dated August xx, 2019.

### **XV. 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/1150>.

### **XVI. 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, 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 §§4600-4687. For more information regarding filing a complaint under the District’s Uniform Complaint Procedures, contact the District’s Educational Equity Compliance Office at (213) 241-7682.



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- AUTHORITY:** This is a Los Angeles Unified School District policy that is in alignment with the California Education code and the “a-g” requirements of the California State University.
- RELATED RESOURCES:**
- BUL-1757.2, *Equivalent Academic Courses in Adult Education for Senior High School Diploma Credit*, dated March 31, 2016.
  - BUL-2457.1, *Physical Education Exemptions*, dated June 19, 2009.
  - BUL-2513.1, *Enrolling Students in “A-G” Required Courses*, dated September 21, 2006.
  - BUL-2528.1, *Physical Education Programs Secondary*, dated December 21, 2009.
  - BUL-2533.2, *Procedures for Granting Equivalency and Achievement Marks for Language Other Than English (LOTE) for the graduating Classes of 2017 and beyond*, dated October 4, 2017.
  - BUL-2537.7, *Individualized Graduation Plan (IGP) for all Secondary Students*, dated August 25, 2016.
  - BUL-4723.4, *The LAUSD Language Other than English (LOTE) Equivalency Examination in Spanish, French, Mandarin, and Korean*, dated February 9, 2017.
  - BUL-6257.1, *High School “A-G” Requirements and Students with Disabilities*, dated March 27, 2017.
  - BUL-6718.0, *Educational Rights and Guidelines for Youth in Foster Care, Experiencing Homelessness and/or Involved in the Juvenile Justice System*, dated August 8, 2016.
  - BUL-076310, *Graduation Exemptions and Partial Credits*.
  - MEM-6812.3, *Middle School Mathematics Placement and Pathways*, dated May 22, 2019.
  - MEM-6866.1, *Placement, Scheduling, and Staffing for English Learners in Middle School for 2018-2019*, dated January 28, 2019
  - MEM-6909.1, *Placement, Scheduling and Staffing for English Learners in High School for 2019-2019*, dated January 7, 2019.
  - REF-069702.0, *High School Mathematics Placement and Pathways*, dated April 3, 2019.
  - REF-911.1, *Career Pathway Graduation Requirement*, dated July 6, 2012.
  - REF-1963.1, *Graduation Year Guidelines to Determine Requirements for the Diploma and for MiSiS Records*, dated March 13, 2017.
  - REF-3605.0, *Service Learning Graduation Requirement and SIS Data Entry*, dated March 12, 2007.
  - REF- 3973.6, *College Awareness Experiences for High School Students*, dated September 28, 2017.
  - REF-5670.3, *Online Programs for Secondary Schools*, dated September 14, 2016.
  - REF-5982.2, *Algebra 1 Waiver Procedures for Students with Disabilities*, dated August 21, 2017.
  - REF-6056.6, *Issuance of Diplomas of Certificates of Completion for All Eligible Students with Disabilities*, dated May 2, 2019.
  - REF-6082.0, *Student Physical Education Exemption Letter*, dated June 21, 2013.
  - NCAA: <http://www.ncaapublications.com/productdownloads/CBSA16.pdf>



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**ASSISTANCE:** For additional information, contact your Local District Counseling Coordinator at the following Local Districts:

- Local District Central (213) 241-0126
- 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 the Office of Academic and Counseling Services at (213) 241-7510.





# LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

## ATTACHMENT A

Comparison Chart of L.A. Unified High School Graduation Requirements and CSU, UC, Private and Community Colleges						
Subject	L.A. UNIFIED HIGH SCHOOL GRADUATION (Grade of "D" or better is required)	CALIFORNIA STATE UNIVERSITY (Grade of "C" or better is required)	UNIVERSITY OF CALIFORNIA (Grade of "C" or better is required)	PRIVATE COLLEGES (Grade of "C" or better is required)	COMMUNITY COLLEGES	
Subject Requirements and Non-Course Requirements	"A" Social Sciences	<b>3 years:</b> World History AB U.S. History AB Principles Am Democracy Economics	<b>2 years:</b> 1 year – World Hist., Geog. Culture from "A" or "G" 1 year – U.S. Hist. or ½ U.S. Hist. and ½ Prin. Am Dem	<b>2 years:</b> 1 year – World History, Geog. Culture from "A" 1 year – U.S. Hist. or ½ U.S. Hist. and ½ Prin. Am Dem	<b>2-3 years:</b> World History U.S. History Prin. Am Dem	<b>No Subject Requirements</b>  Must be 18 years of age, a high school graduate <b>OR</b> possess a high school proficiency test certificate  Students are most successful when they continue to take college preparatory courses.  Students are also encouraged to enroll in honors, Advanced Placement and other rigorous courses
	"B" English	<b>4 years</b> English 9AB English 10AB Am Lit/Cont. Comp ERWC AB or Expo Comp/ ELA Literature Elective	<b>4 years</b>	<b>4 years</b>	<b>4 years</b>	
	"C" Mathematics	<b>3 years</b> Algebra 1/Financial Algebra 1AB Geometry AB Algebra 2AB/Financial Algebra 2AB  (In addition to middle school math, students must enroll in math in Grades 9-11)	<b>3 years</b> Algebra 1/Financial Algebra 1AB Geometry AB Algebra 2AB/Financial Algebra 2AB  <i>Validation rules apply*</i>	<b>3 years</b> Algebra 1/Financial Algebra 1AB Geometry AB Algebra 2AB/Financial Algebra 2AB  <i>Validation rules apply*</i> <i>Geometry AB must be attempted to use an ADV Level math course to validate the entire math requirement</i>	<b>3-4 years</b> College Preparatory mathematics each school year	
	"D" Science	<b>2 years</b> 1 year – Biological 1 year – Physical	<b>2 years</b> 1 year – Biological from "D" or "G" 1 year – Physical from "D" or "G"	<b>2 years</b> 2 out of the 3 categories of Biology, Chemistry and Physics	<b>3-4 years</b> Lab Sciences	
	"E" Language other than English (LOTE)	<b>2 years</b> Same language <i>Validation rules apply*</i>	<b>2 years</b> Same language <i>Validation rules apply*</i>	<b>2 years</b> Same language <i>Validation rules apply*</i>	<b>3-4 years</b> Same language	
	"F" Visual & Performing Arts (VPA)	<b>1 year</b> Same discipline	<b>1 year</b> Same discipline	<b>1 year</b> Same discipline and in sequence	VPA courses may count as electives	
	"G" College Prep Elective	<b>1 year</b> No introductory courses	<b>1 year</b> No introductory courses	<b>1 year</b> No introductory courses	College preparatory courses in area of interest	
	Physical Education	<b>2 years</b>				
	Health	1 semester				
	Service Learning Project	Verified and recorded in MiSiS				
	Career Pathway Selection	Verified and recorded in MiSiS				
	Total Credits	210				
	Additional requirements		<b>Min GPA: 2.0</b> <b>SAT or ACT</b> <b>EPT/MPT</b>	<b>Min GPA: 3.0</b> <b>SAT or ACT</b> <b>SAT Subject Tests</b>	<b>Min GPA: varies</b> <b>SAT or ACT</b> <b>SAT Subject Tests</b>	

*\*Validation applies only with marks of "C" or better*



**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).
- L.A. Unified 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 Grade 12.
- School-developed examination – a student may demonstrate proficiency in a LOTE by taking an oral and written examination given by the world languages department of an L.A. Unified school that offers UC-approved "E" (LOTE) courses in the LOTE being assessed.

Note: Although students may meet the LOTE requirement per validation rules through the examination options listed above, exams do not yield L.A. Unified credit. Refer to BUL 2533.2 *Procedures for Granting Equivalency and Achievement Marks for Language other than English (LOTE) for the Graduating Classes of 2017 and Beyond*, dated October 4, 2017 for more information on meeting the LOTE requirement through examination and on how to enter passing tests scores in MiSiS.



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 11th and 12th 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
A student with an Individualized Education Plan (IEP), who has been granted approval by their counselor or IEP team to participate in courses or programs at an Adult Education Site or L.A. Unified Career/Transition Center or to participate in an L.A. Unified approved work experience program or transition related program, may attend high school for a minimum of 180 minutes per day.

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 "Work Experience or College" 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.

Student (Print name): \_\_\_\_\_ Grade: \_\_\_\_\_ Semester/Quarter: \_\_\_\_\_

For (Circle Reason): Work Experience Course \_\_\_\_\_ College Class \_\_\_\_\_

Period(s) Released: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Emergency Phone No.: \_\_\_\_\_

Parent Name (Print): \_\_\_\_\_ Parent Signature: \_\_\_\_\_

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 Name: \_\_\_\_\_ Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator Name: \_\_\_\_\_ Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Home room/ advisory room: \_\_\_\_\_

Sticker # (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_



Permiso para Salida Temprana

Estimado padre, madre o tutor:

Su hijo(a) pide **permiso para salir del plantel en un horario más temprano**. Tenemos la responsabilidad legal de informarle de esta solicitud pendiente. **Sólo los estudiantes de los grados 11 y 12 pueden pedir salir en un horario más temprano si cumplen con TODOS los siguientes requisitos:**

- Cumplir con sus requisitos de graduación para su nivel de grado.
- Haber cumplido con todos los requisitos correspondientes.
- Estar inscrito en un curso universitario aprobado o en un programa de educación laboral profesional
- *(el hecho de que el estudiante trabaje no significa que esté inscrito en un programa como el mencionado con anterioridad).*
- Un estudiante con un Programa de Educación Individualizado (IEP) al que su consejero o comité del IEP le ha otorgado permiso para participar en cursos o programas en un Centro de Educación para Adultos o Centro de Transición o Laboral del LAUSD o participar en un programa aprobado de práctica laboral o de transición del LAUSD puede asistir a la preparatoria por un mínimo de 180 minutos diarios. La educación para adultos incluyendo cursos que se tomen en centros ocupacionales y vocacionales se pueden contar como periodo de enseñanza para los educandos con un IEP. Los minutos de enseñanza se pueden combinar entre distintos centros e incluyen el periodo de transporte entre los centros aprobados del distrito.

Si su hijo toma una clase fuera de la escuela **con su** aprobación, él o ella debe cumplir con los siguientes requisitos:

- Obtener la aprobación y firma del consejero antes de inscribirse, de lo contrario no obtendría ningún crédito académico.
- Enviar a su consejero la verificación de inscripción dentro de un periodo de diez (10) días escolares.
- Enviar a su consejero la constancia de calificaciones finales una vez terminada la clase.

Todos los estudiantes deben:

- Obtener la aprobación y firma del padre o madre.
- Mostrar la validación adecuada que les permite salir más temprano (v.g. el sello pegado al reverso de la identificación con foto del estudiante) si la pide personal escolar o de policía.

Entregue en persona el formulario completo y una copia del horario del estudiante **con** identificación con foto a [director o persona designada por el director] en la oficina de [office name]

..... Corte a lo largo de la línea punteada y entregue la parte posterior de la hoja. ....

ID#

**Autorizo al personal de [nombre de la escuela] para que permita salir más temprano a mi hijo(a) del plantel escolar y asignarle un periodo de “Curso de Práctica Laboral o Clase Universitaria” para que pueda asistir a un curso universitario o programa de práctica laboral. Entiendo que asumo la responsabilidad total de mi hijo(a) una vez que salga de la escuela y absuelvo de toda responsabilidad al personal escolar.**

Nombre del estudiante (letra de molde): \_\_\_\_\_ Grado: \_\_\_\_\_ Semestre/Trimestre: \_\_\_\_\_

Para (encierre en un círculo la razón): Curso de Práctica Laboral Clase Universitaria

Exento de Periodo(s): \_\_\_\_\_

Núm. de teléfono: \_\_\_\_\_ Núm. de teléfono para emergencias: \_\_\_\_\_

Nombre del padre o madre (letra de molde): \_\_\_\_\_ Firma del padre o madre: \_\_\_\_\_

**Para uso oficial:**

El personal escolar ha decidido y acordado como lo demuestran las firmas posteriores que el estudiante cuyo nombre aparece con anterioridad se beneficiará de la asignación de una clase “home” para que pueda asistir a un curso universitario o programa de práctica laboral. Esto también se documentará en el espacio de *Counseling Communication* en MiSiS.

Nombre del consejero: \_\_\_\_\_ Firma del consejero: \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre del administrador: \_\_\_\_\_ Firma del administrador: \_\_\_\_\_ Fecha: \_\_\_\_\_

Aula sede o de advisory: \_\_\_\_\_

Núm. de sello (si procede): \_\_\_\_\_ Fecha: \_\_\_\_\_



# LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

ATTACHMENT D

### 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<sup>th</sup> and 12<sup>th</sup> grade students may enroll in Service classes as outlined in Reference Guide 5886.1, Student Enrollment in Service Courses, dated August 17, 2017, if they meet ALL of the following:**

- fulfilled their grade level graduation requirements
- in good standing

All students must

- Obtain parent's or guardian'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**.....

ID#

**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: \_\_\_\_\_ Date: \_\_\_\_\_

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 Name (Print): \_\_\_\_\_ Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator Name (Print): \_\_\_\_\_ Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_



*Permiso para Inscribirse en una Clase de Servicio o Similar*

Estimado padre, madre o tutor:

Su hijo(a) pide **permiso para inscribirse en una Clase de Servicio**. Tenemos la responsabilidad legal de informarle de esta solicitud pendiente. **Sólo los estudiantes de los grados 8 y 12 pueden inscribirse en una Clase de Servicio como se estipula en la Guía de Referencia 5886.1, *Student Enrollment in Service Courses*, de fecha 17 de agosto de 2017 si cumplen con TODOS los siguientes requisitos:**

- Cumplir con sus requisitos de graduación para su nivel de grado.
- Haber cumplido con todos los requisitos correspondientes.

Todos los estudiantes deben:

- Obtener la aprobación y firma del padre o madre o tutor.
- Obtener la aprobación y firma del consejero y administrador.

Entregue en persona el formulario completo y una copia del horario del estudiante **con** identificación con foto a [director o persona designada por el director] en la oficina de [office name]

..... **Corte a lo largo de la línea punteada y entregue la parte posterior de la hoja.** .....

ID#

**\_\_Autorizo al personal de [nombre de la escuela] para que inscriba a mi hijo(a) en una Clase de Servicio (u otra clase similar que no requiera de asignaciones curriculares).**

Nombre del estudiante (letra de molde): \_\_\_\_\_ Grado: \_\_\_\_\_ Semestre/Trimestre: \_\_\_\_\_

Firma del estudiante: \_\_\_\_\_

Título de la Clase de Servicio: \_\_\_\_\_ Aula/Periodo/Maestro: \_\_\_\_\_

Nombre del padre o madre (letra de molde): \_\_\_\_\_ Firma: \_\_\_\_\_ Fecha: \_\_\_\_\_

Para uso oficial:

El personal escolar ha decidido y acordado como lo demuestran las firmas posteriores que el estudiante cuyo nombre aparece con anterioridad se beneficiará de este tipo de clase. Esto también se documentará en el espacio de *Counseling Communication* en MiSiS.

Nombre del consejero (letra de molde): \_\_\_\_\_ Firma del consejero: \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre del administrador (letra de molde): \_\_\_\_\_ Firma del administrador: \_\_\_\_\_ Fecha: \_\_\_\_\_



LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN

ATTACHMENT E

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 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.....

ID#

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 Name (Print): \_\_\_\_\_ Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator Name (Print): \_\_\_\_\_ Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_





*Permiso para Volver a Tomar una Clase*

Estimado padre, madre o tutor:

Su hijo(a) pide **permiso para inscribirse en una clase que previamente pasó con una calificación de “C” o superior.** Tenemos la responsabilidad legal de informarle de esta solicitud pendiente. **Los estudiantes pueden inscribirse en una clase que tomaron con anterioridad si cumplen con TODOS los siguientes requisitos:**

- Cumplir con sus requisitos de graduación para su nivel de grado.
- Haber cumplido con todos los requisitos correspondientes.

Todos los estudiantes deben:

- Obtener la aprobación y firma del padre o madre o tutor.
- Obtener la aprobación y firma del consejero y administrador.

El estudiante no obtendrá crédito académico por volver a tomar la clase.

Entregue en persona el formulario completo y una copia del horario del estudiante **con** identificación con foto a [director o persona designada por el director] en la oficina de [office name]

..... **Corte a lo largo de la línea punteada y entregue la parte posterior de la hoja.** .....

ID#

**\_\_Autorizo al personal de [nombre de la escuela] para que inscriba a mi hijo(a) en una clase que se pasó con una calificación de C” o superior y que se vuelva a tomar con el fin de mejorar la calificación. Me doy por enterado de que dicha clase no le otorgará a mi hijo(a) crédito académico adicional a su total de créditos.**

Nombre del estudiante (letra de molde): \_\_\_\_\_ Grado: \_\_\_\_\_ Semestre/Trimestre: \_\_\_\_\_

Firma del estudiante: \_\_\_\_\_

Clase que se volverá a tomar: \_\_\_\_\_ Aula/Periodo/Maestro: \_\_\_\_\_

Nombre del padre o madre (letra de molde): \_\_\_\_\_ Firma: \_\_\_\_\_ Fecha: \_\_\_\_\_

Para uso oficial:

El personal escolar ha decidido y acordado como lo demuestran las firmas posteriores que el estudiante cuyo nombre aparece con anterioridad se beneficiará si vuelve a tomar la clase. Esto también se documentará en el espacio de *Counseling Communication* en MiSiS.

Nombre del consejero (letra de molde): \_\_\_\_\_ Firma del consejero: \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre del administrador (letra de molde): \_\_\_\_\_ Firma del administrador: \_\_\_\_\_ Fecha: \_\_\_\_\_



**LOS ANGELES UNIFIED SCHOOL DISTRICT  
POLICY BULLETIN**

ATTACHMENT F

**Model of High School Schedule to Meet Graduation Requirements for the Graduating Classes of 2020 – 2023**  
(Page 1 of 2)

SUBJECT	GRADE 9	GRADE 10	GRADE 11	GRADE 12
History/ Social Science		World History and Geography: Modern World AB <b>or</b> AP World History AB ( <i>"A" Requirement</i> )	U.S. History AB <b>or</b> AP US History AB ( <i>"A" Requirement</i> )	Principles of American Democracy <b>or</b> AP Government & Politics ( <i>"A" Requirement</i> ) Economics or AP Economics ( <i>"G" Requirement</i> )
English	English 9 AB ( <i>"B" Requirement</i> )	English 10 AB ( <i>"B" Requirement</i> )	American Literature & Contemporary Composition <b>or</b> AP English Language & Composition AB ( <i>"B" Requirement</i> )	One semester Expository Composition <b>or</b> Advanced Composition and one semester approved literature course <b>or</b> Expository Reading & Writing AB <b>or</b> AP English Literature & Composition AB <b>or</b> AP English Language & Composition AB ( <i>"B" Requirement</i> )
Mathematics	CC Algebra 1 AB <b>or</b> CC Geometry AB <b>or</b> CC Algebra 2 AB ( <i>"C" Requirement</i> )	CC Geometry AB <b>or</b> CC Algebra 2 AB <b>or</b> PreCalculus ( <i>"C" Requirement</i> )	CC Algebra 2 AB <b>or</b> PreCalculus <b>or</b> Statistics AB <b>or</b> Transition to College Math and Statistics (TCMS) (If CC Geometry and CC Algebra 2 have been taken and passed) AP Calculus AB or BC AP Statistics AB ( <i>"C" Requirement</i> )	PreCalculus AB <b>or</b> Transition to College Math and Statistics (TCMS) <b>or</b> AP Calculus AB or BC <b>or</b> AP Statistics AB ( <i>"C" Requirement</i> )
Science	Integrated/Coordinated Science 1AB ( <i>"G" Requirement</i> ) <b>or</b> Interactions (physical science) AB ( <i>"G" Requirement</i> ) <b>or</b> Biology AB ( <i>"D" Requirement</i> ) <b>or</b> Biology: Living Earth AB ( <i>"D" Requirement</i> )	Biology AB <b>or</b> Biology: Living Earth AB <b>or</b> AP Biology AB <b>or</b> Chemistry AB <b>or</b> Chemistry in the Earth System AB <b>or</b> AP Chemistry AB <b>or</b> Integrated/Coordinated Science 2AB ( <i>"D" Requirement</i> )	Chemistry AB Chemistry in the Earth System AB <b>or</b> AP Chemistry AB <b>or</b> Physics AB <b>or</b> Physics in the Universe AB <b>or</b> AP Physics AB <b>or</b> AP Physics 1, 2, or C ( <i>"D" Requirement</i> ) <b>or</b> Integrated/Coordinated Science 3AB ( <i>"D" Requirement</i> )	AP Biology AB <b>or</b> Chemistry in the Earth System AB <b>or</b> Chemistry AB <b>or</b> AP Chemistry AB <b>or</b> Physics AB <b>or</b> Physics in the Universe AB <b>or</b> AP Physics AB OR AP Physics BC or Physics 1, 2, or C <b>or</b> Integrated/Coordinated Science 3AB ( <i>"D" Requirement</i> )



# LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

## ATTACHMENT F

### Model of High School Schedule to Meet Graduation Requirements for the Graduating Classes of 2020 - 2023

(Page 2 of 2)

SUBJECT	GRADE 9	GRADE 10	GRADE 11	GRADE 12
Language other than English	World Language courses (minimum 2 years, level 1 - AP) ( <i>"E" Requirement</i> )	←	→	
Visual and Performing Arts	Visual and Performing Arts courses (minimum 1 year, AP available) ( <i>"F" Requirement</i> )	←	→	
Physical Education	Advanced Physical Education 1AB ( <i>L.A. Unified Requirement</i> )	Advanced Physical Education 2AB ( <i>L.A. Unified Requirement</i> )	If <i>Fitnessgram</i> is not passed, student must enroll in a Physical Education course ( <i>L.A. Unified Requirement</i> )	If <i>Fitnessgram</i> is not passed, student must enroll in a Physical Education course ( <i>L.A. Unified Requirement</i> )
		If <i>Fitnessgram</i> is passed, Advanced Physical Education 2AB can be taken in Grades 10, 11 or 12	←	→
Health	Health ( <i>L.A. Unified Requirement</i> ) Requirement may be met using one of the approved options.	←	→	
Additional Requirements	Service Learning completed Career Pathway identified	←	→	



**Scheduling CIF-sanctioned athletics courses**

Season	Sport	Fall Semester Course		Spring Semester Course	
		Course #	Course Title	Course #	Course Title
Fall	Cross Country	330911	CROSS C, FR/SO	330205	ADV COND
Fall	Cross Country	330910	CROSS C, JV	330205	ADV COND
Fall	Cross Country	330909	CROSS C, VAR	330205	ADV COND
Fall	Football	330914	FOOTBALL FR/SO	330205	ADV COND
Fall	Football	330913	FOOTBALL, VAR	330205	ADV COND
Fall	Golf	330917	GOLF, VAR GIRL	330205	ADV COND
Fall	Tennis	330933	TENNIS, V GIRL	330205	ADV COND
Fall	Volleyball	330945	VLLYBL FR/SO G	330205	ADV COND
Fall	Volleyball	330944	VLLYBL JV GIRL	330205	ADV COND
Fall	Volleyball	330943	VLLYBL, V GIRL	330205	ADV COND
Fall	Waterpolo	331007	WATERPOLO V BO	330205	ADV COND
Winter	Basketball	331001	BSKTBL F/S BYS	331001	BSKTBL F/S BYS
Winter	Basketball	331003	BSKTBL F/S GRL	331003	BSKTBL F/S GRL
Winter	Basketball	330906	BSKTBL, JV BOY	330906	BSKTBL, JV BOY
Winter	Basketball	330908	BSKTBL, JV GRL	330908	BSKTBL, JV GRL
Winter	Basketball	330905	BSKTBL, V, BOY	330905	BSKTBL, V, BOY
Winter	Basketball	330907	BSKTBL, V, GRL	330907	BSKTBL, V, GRL
Winter	Soccer	330924	SOCCER, JV BOY	330924	SOCCER, JV BOY
Winter	Soccer	330926	SOCCER, JV GRL	330926	SOCCER, JV GRL
Winter	Soccer	330923	SOCCER, V BOYS	330923	SOCCER, V BOYS
Winter	Soccer	330925	SOCCER, V GIRL	330925	SOCCER, V GIRL
Winter	Waterpolo	331009	WATERPOLO V GI	331009	WATERPOLO V GI
Winter	Wrestling	330949	WRESTLING V GI	330949	WRESTLING V GI
Winter	Wrestling	330948	WRESTLING, JV	330948	WRESTLING, JV
Winter	Wrestling	330947	WRESTLING, VAR	330947	WRESTLING, VAR
Spring	Baseball	330205	ADV COND	330904	BASEBALL, JV
Spring	Baseball	330205	ADV COND	330903	BASEBALL, VAR
Spring	Competitive Cheer, VAR	330205	ADV COND	331019	COMPETITIVE CHEER, VAR
Spring	Competitive Cheer, JV	330205	ADV COND	331021	COMPETITIVE CHEER, JV
Spring	Golf	330205	ADV COND	330915	GOLF, VAR BOYS
Spring	Gymnastics	330205	ADV COND	330919	GYMNSTCS, BOYS
Spring	Gymnastics	330205	ADV COND	330921	GYMNSTCS, GIRL
Spring	Lacrosse	330205	ADV COND	331013	LACROSS V BOYS
Spring	Lacrosse	330205	ADV COND	331015	LACROSS V GIRL
Spring	Softball	330205	ADV COND	330928	SOFTBALL, JV
Spring	Softball	330205	ADV COND	330927	SOFTBALL, VAR
Spring	Swimming	330205	ADV COND	330930	SWIMMING FR/SO
Spring	Swimming	330205	ADV COND	330929	SWIMMING, VAR
Spring	Tennis	330205	ADV COND	330931	TENNIS, V BOYS
Spring	Track and Field	330205	ADV COND	330935	TRK & FLD, VAR
Spring	Track and Field	330205	ADV COND	330937	TRK/FLD, FR/SO
Spring	Volleyball	330205	ADV COND	330940	VLLYBL JV BOYS
Spring	Volleyball	330205	ADV COND	330939	VLLYBL, V BOYS



**CSU Minimum Exam Score Index**  
**Minimum Exam Scores that can fulfill the “a-g” component of the L.A. UNIFIED**  
**graduation requirements**

<b>Examination</b>	<b>Subject Area</b>	<b>Minimum Score</b>	<b>Years Satisfied</b>
AP American History	History/Social Science	3	1
SAT American History	History/Social Science	520	1
AP US Government & Politics	History/Social Science	3	½
AP Government & Politics Comparative	College Prep Elective	3	½
AP European History	History/Social Science	3	1
AP Human Geography	History/Social Science	3	1
AP World History	History/Social Science	3	1
SAT World History	History/Social Science	470	1
AP English Language	English	3	4
AP English Literature	English	3	4
SAT Writing Subject Test	English	680	4
SAT Writing Portion	English	680	4
AP Calculus AB	Mathematics	3	3
AP Calculus BC	Mathematics	3	3
AP Statistics	Mathematics	3	3
SAT Mathematics Subject Test, Level I	Mathematics	540	3
SAT Mathematics Subject Test, Level II	Mathematics	510	3
AP Biology	Science	3	2
AP Chemistry	Science	3	2
AP Physics (any)	Science	3	2
SAT Subject Test in Biology	Science	540	2
SAT Subject Test in Chemistry	Science	530	2
SAT Subject Test in Physics	Science	530	2
AP Chinese Language	LOTE	3	2
AP French Language	LOTE	3	2
AP German Language	LOTE	3	2
AP Italian Language	LOTE	3	2
AP Japanese Language	LOTE	3	2
AP Latin	LOTE	3	2
AP Spanish Language	LOTE	3	2
AP Spanish Literature	LOTE	3	2
AP Studio Art 2-D Design	Visual and Performing Arts	3	1
AP Studio Art 3-D Design	Visual and Performing Arts	3	1
AP Studio Art Drawing	Visual and Performing Arts	3	1
AP Art History	Visual and Performing Arts	3	1
AP Music	Visual and Performing Arts	3	1
AP Microeconomics	College Prep Elective	3	½
AP Macroeconomics	College Prep Elective	3	½
AP Psychology	College Prep Elective	3	1
AP Computer Science	College Prep Elective	3	1
AP Computer Science Principles	College Prep Elective	3	1



**Local Graduation Requirements Exemption (EDUCATION CODE 51225.1 & 51225.2)**

<b>Student</b>	<b>Definition</b>
Foster	“Pupil in foster care” means a child who has been removed from his or her home pursuant to Section 309 of the Welfare and Institutions Code, is the subject of a petition filed under Section 300 or 602 of the Welfare and Institutions Code, or has been removed from his or her home and is the subject of a petition filed under Section 300 or 602 of the Welfare and Institutions Code.
Homeless	A pupil who meets the definition of “homeless child or youth” in Section 11434a(2) of Title 42 of the United States Code
Former Juvenile Court School Pupil	“Former juvenile court school pupil” means a pupil who, upon completion of the pupil’s second year of high school, transfers to a school district or charter school, excluding a school district operated by the Division of Juvenile Justice of the Department of Corrections and Rehabilitation, from a juvenile court school.
Child Of A Military Family	Students who qualify for AB 365 are children of military families who meet the definition of “children of military families” under Section 49701. The definition is: a school-aged child or children, enrolled in Kindergarten through Twelfth (12th) grade, in the household of an active duty member.
Migratory Child	A “pupil who is a migratory child” means a pupil who meets the definition of “currently migratory child” under subdivision (a) of Section 5441 which reads: “currently migratory child” means a child who has moved with a parent, guardian, or other person having custody, from one school district to another, either within the State of California or from another state within the 12-month period immediately preceding his or her identification as such a child, in order that the child, a parent, guardian, or other member of his/her immediate family might secure temporary or seasonal employment in an agricultural or fishing activity, and whose parents or guardians have been informed of the child’s eligibility for migrant education services.
Newcomer	A “Pupil participating in a newcomer program” means a pupil who is participating in a program designed to meet thr academic and transition needs of newly arrived immigrant pupils that has as a primary objection the development of English language proficiency.  LAUSD identifies newcomer students in MiSiS based upon the definition "Newcomers are foreign-born EL students who have been enrolled in a U.S. school for three years or less." LAUSD newcomers qualify for the AB 2121 exemption.