

INSTRUCTION**Graduation Requirements: Certificate of Completion**

Minimum graduation requirements are established by the State of Michigan and the Michigan Department of Education and are known as the Michigan Merit Curriculum (MMC). A diploma shall not be awarded unless a student successfully completes all of the credit requirements in MCL 380.1278a and 380.1278b.

The board may issue alternative certificates such as certificate of completion for students who do not meet all of the requirements of the Michigan Merit Curriculum. A certificate of completion, however, has no legal standing as a substitute for a diploma.

The board authorizes the superintendent of schools to establish the requirements for an alternative curriculum of coursework that is closely aligned to the Michigan Merit Curriculum diploma requirements.

The board of education will award a certificate of completion to a student who successfully completes the requirements of an alternative curriculum. Students who achieve the certificate of completion will participate in the graduation ceremonies. No ceremonial distinction will be made between those who receive Michigan Merit Curriculum diplomas and those who receive a certificate of completion.

See Also: Board Policy 6156: Graduation Requirements:
High School

Policy
Adopted: 02-13-12
Amended:
Reviewed:

Regulations- Graduation Requirements: Certificate of Completion

The class of 2012 and beyond will have the opportunity to graduate with a “certificate of completion” if they do not fulfill the Michigan Merit Curriculum (MMC) requirements, but have completed the requisite number of credits for high school completion. Post-secondary plans must be considered carefully before pursuing a certificate of completion as it is difficult to predict how individual employers, trade schools, colleges, or the military might view an applicant with a Certificate of Completion.

CERTIFICATE OF COMPLETION PROCEDURES:

1. Application for a certificate of completion may be made by the student and/or by the student's parents/guardians, in writing. Parental consent indicated by parent/guardian's signature is necessary on the application of any student under the age of 18 years.
2. Students intending to apply for a certificate of completion must discuss the application with a counselor and secure the counselor's signature on the application prior to requesting the certificate of completion.
3. The written certificate of completion request is to be filed with the principal.
4. The decision to grant or deny a certificate of completion request will be made by the principal.

ELIGIBILITY FOR CERTIFICATE OF COMPLETION:

In order to be eligible to opt for a certificate of completion (in lieu of a diploma), a student must have been working toward a MMC diploma and:

- Be 17 years old or Junior status;
- Have parent/ guardian approval and school district approval;
- Have an updated EDP that has been reviewed by guidance counselor or designee;
- Be 2 or more credits deficient in Michigan Merit Curriculum requirements for graduation with cohort;
- Participate in all district and state testing requirements, including the Michigan Merit Exam.

Twenty-two (22) credits must be earned in the following areas (may include Adaptive courses):

English: 4 credits in English, which must include: Literature and Composition 9 as well as Literature and Composition 10, or their approved alternative plus 2 additional credits

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Mathematics: 4 credits in mathematics, which must include: Algebra I, Geometry, and 2 additional math or math-related credits

Science: 3 credits in science, which must include: Physical Science, Biology, plus 1 additional credit

Social Studies: 3 credits in social studies, which must include: one (1) credit in US History to include Geography, one (1) credit of World History to include Geography, one-half (.5) credit in American Government, plus an additional .5 credit

Health/PE: 1 credit

World Language: 1 credit

Electives: Number of credits needed to reach a total of 22 credits

Online Learning Experience: 20 hours in structured learning activities utilizing technology

Students enrolled in the Okemos High School Basic Classroom through an Individual Educational Plan (IEP) will complete the following requirements for a certificate of completion:

Track One	Track Two
4 Language Arts Credits 4 Mathematics Credits 2 Science Credits <ul style="list-style-type: none"> • Life • Earth 1 History Credit 1 Government Credit 1 Physical Education Credit 1 Health Credit 1 Personal Adjustment Credit 1 Work Place Skills Credit 1 Life Management Credit 1 Transition Credit 1 Community Living Credit 1 Vocational Training Credit <ul style="list-style-type: none"> • Basic classroom vocational rotation • Capital Area Career Center 2 Elective Credits	Attend Track One Courses Reach the maximum age to receive school based special education services in Michigan (age 26)
Total Credits = 22	

Additional Requirements	Additional Requirements
<ul style="list-style-type: none"> • Participate in community based instruction activities • Participate in social language group or motor group • Participate in field trips • Participate in Special Olympics • Complete vocational evaluation • Complete EDP • Complete ESTR-II 	<ul style="list-style-type: none"> • Participate in community based instruction activities • Participate in social language group or motor group • Participate in field trips • Participate in Special Olympics • Complete vocational evaluation • Complete EDP • Complete ESTR-II

***In order to receive credit for a course, a student must earn an average grade of 60% (D-) or higher.**