



Request to Waive Health/Fitness Graduation Requirement

Note: Waiver request and signatures must be completed and returned to the counseling office **prior** to the first day of activity.

Reason for Request

- Physical disability
- Employment
- Religious belief
- In directed athletics
- In military science/tactics
- In interscholastic sports
- In marching band
- In drill/dance team
- In cheerleading
- In non-school directed athletics

SECTIONS I AND II to be completed and returned prior to the first day of the activity.

Section 1: To be completed by the applicant and signed by the coach/instructor prior to the first day of activity:

Student Name _____ **Student ID #** _____

Date _____ **Season:** fall winter spring **Grade** _____
(Please circle one)

Sport/Activity _____ **Coach/Instructor** _____
Signature

Section II: To be completed by parent/guardian and student prior to the first day of activity.

Parent/Guardian Name _____ **Phone Number** _____

The signature of parent/guardian and student indicates a request for a waiver of a .5 credit of a Health/Fitness graduation requirement. The signatures also acknowledge that the parent/guardian and student understand the expectations for successful completion described in Section 111.

Parent/Guardian Signature _____ **Student Signature** _____

SECTIONS III AND IV to be completed at the end of the season/activity/or semester.

Section III: To be completed by the advisor/coach

Coach/Instructor _____ **Sport/Activity** _____

Duration of directed Sport/Activity:

Beginning Date _____ Ending Date _____

Number of hours of participation _____

Number of absences _____ excused _____ unexcused

Student completed the entire season (minimum of 75 hours of skill development, practice, and/or competition)

Yes No **Comment** _____

Coach/Instructor Signature _____ **Date** _____

Section IV: To be completed by the principal after coach/instructor's verification of completion

Approved Not approved **Comment** _____

Principal Signature _____ **Date** _____

Waiver of Graduation Requirements

All reasonable efforts shall be made to ensure that candidates for a diploma meet the specified credit and course distribution requirements that apply for graduation. The procedures indicated below must be followed in the exceptional case in which the requirements cannot be met. Statutory requirements may not be waived. Waiver request must be made at the time of transcript evaluation (prior to beginning the senior year) or at the time extenuating circumstances occur.

The following procedure shall be followed in graduation waiver requests:

- A. The principal is responsible for evaluating educational experiences of individual students and recommending graduation to the superintendent when requirements have been met. An individual student may be granted an exemption from any requirement in this policy if such requirement impedes the progress toward graduation provided there is a direct relationship between the failure to meet the requirement and the student's ability. When a 12TH grade student transfers from another high school, the student may be permitted to graduate with a lesser number of credits provided that minimum state course and credit requirements are satisfied and the student successfully passes a full schedule of classes during his/her 12TH year of school.
- B. Waiver of graduation requirements is determined by the principal. The procedure for processing requests for waiver shall be as follows:
 1. A written request shall be initiated by the parent or the eligible student (at the time of transcript evaluation (prior to beginning the senior year) or at the time, extenuating circumstances occur.)
 2. The principal shall investigate the request for waiver of graduation requirements.
 3. The principal shall make a determination in writing based upon appropriate data and upon conclusions of the investigation.
 4. The principal shall develop appropriate record keeping procedures for storage of all pertinent data relating to each waiver request; and
 5. The parent or eligible student shall be notified that an appeal to the decision on waiver requests may be made in writing to the superintendent no later than 30 days prior to the anticipated graduation date.