

PROCEDURES AND CONDITIONS

Students who desire to graduate earlier than the normally scheduled four-year program must follow the steps indicated below:

1. Students are required to indicate their intentions to their counselor at spring registration, one (1) year prior to the year they intend to graduate.
2. The student will set up a conference with the counselor, at which time the counselor will:
 - Check credits
 - Discuss reasons for early out
 - Set up tentative final schedule
 - Give student parental/guardian permission form for early out program, which must be completed before the beginning of the year in which the student intends to complete the course study, and must be returned to the principal.
 - Instruct student to have parents(s)/guardian and student request counselor/principal conference after they have completed the parental/guardian permission form.
3. A conference including the student, parents/guardians, counselor and the principal is mandatory and must be requested by the parent/guardian.
4. The principal will approve or disapprove the request. If the student disagrees with the recommendation of the committee, the request may be appealed to the superintendent.
5. Academic class rank will be recorded on early graduates at the end of the semester in which they have fulfilled graduation requirements.
6. Graduation exercises occur only once a year, at the end of the school year. The student's diploma is held until the next regular graduation occurs. If an early graduate intends to participate in the graduation ceremony, the building principal must be notified in writing prior to March 1 of the graduating year. Early graduates' names will be included on the graduation printed program.
7. When an individual is not an enrolled student at Brookings High School, the person is not entitled to any rights and privileges accorded to students of the school; e.g. participation in athletics, clubs, debate, band, etc.

1st Reading: 05/09/1994

2nd Reading/Adopted: 06/13/1994

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