

## GRADUATION REQUIREMENTS

P6110

The Principal has the authority to waive or delay the completion of graduation course requirements when scheduling difficulties arise. Additionally, the Principal has the authority to grant a student request to modify his or her curriculum. Regardless of any action approved by the Principal, students must satisfy the credit requirements and student testing required by Massachusetts Department of Elementary and Secondary Education.

### Requirements for Graduation

1. A student must pass five 5-credit courses or the equivalent in semester offerings each year in order to be promoted to the subsequent year of secondary schooling. One of the five 5-credit courses must be English at the appropriate level. A student may go to summer school or be tutored to make up subjects(s) needed for promotion or graduation where the adequacy of demonstrated competence in the subject is judged by the administration.
2. A student must pass a minimum of 117.5 credits to graduate as well as satisfy the requirements specified in item 1 above.
3. Students are required to take 32.5 credits each year. Exceptions require administrator approval.
4. Passing the following subjects is required:

<b>Subject Area</b>	<b>Credit</b>	<b>Comment</b>
English Language Arts	20.0	
Mathematics	20.0	
Science	15.0	
History & Social Science	15.0	World History 10 credits, U.S. History 10 credits <sup>1</sup>
Foreign Language	10.0*	
Electives	20.0	
Physical Education <sup>2</sup>	10.0	One semester per year
Health	2.5	
Computer Technology <sup>3</sup>	2.5	
Fine Arts / Performing Arts <sup>4</sup>	2.5*	
	117.5	

<sup>1</sup>One of the US or world history courses may be taken as early as 8<sup>th</sup> grade

<sup>2</sup>Four semesters of P.E. are required unless excused in writing by a physician.

<sup>3</sup>Acceptable courses may address computer hardware, computer programming, and/or use of prevalent industry software.

<sup>4</sup>May be met by a course from the Music, Art, or Theater departments

\*The Foreign Language requirement and the Fine Arts requirement may be waived upon request until June of 2020. Students seeking such an exemption should be aware they will not meet minimum entry requirements for the MA University System.

The Principal will make provisions for interpretation of transfer credits so as not to penalize students who transfer into Westford Academy from schools which do not have corresponding graduation requirements. The Principal will also make provision for determining and interpreting graduation requirements in unusual circumstances.

**Credit for Foreign Study:**

Students who are away for a term or year to participate in a student exchange program or otherwise study abroad may receive credits toward high school graduation when (1) study plans are approved by the school administration in advance; and (2) the institution where the study occurred submits a record of the student's work. In these instances, the Principal and student's guidance counselor will evaluate the work and assign credit for it where the work indicates adequate learning appropriate for the student's grade level.

**Credit for College Courses**

Students who achieve passing grades at accredited colleges or universities prior to graduating from Westford Academy may be provided credit for these courses by Westford Public Schools for purposes of meeting the promotion and graduation requirements provided herein. Eligible courses may be either on-campus or online courses and must be worth three or more credits. Prior authorization from the administration at Westford Academy must be attained before any college or university credit will be accepted towards graduation requirements.

**Westford Public Schools Policy References:**

P6109 — Promotion and Retention of Students

Massachusetts Curriculum Frameworks

Admissions Standards for the Massachusetts State University System and the University of Massachusetts, August 2013

Policy Adopted: April 9, 2001

Policy Revised: May 20, 2002

Policy Revised: March 28, 2016

WESTFORD PUBLIC SCHOOLS