

ADDENDUM TO THE EBIA GRADUATION POLICY

Adopted May 1, 2023

Early Graduation

EBIA acknowledges that some students seek to pursue educational goals that include graduation from high school at an earlier date than their designated class. To qualify for early graduation, a student must complete a minimum of 222 credits and EBIA's additional graduation requirements listed above.

Application for Early Graduation

Before a student is evaluated for early high school graduation, the Executive Director must receive a completed Early Graduation Application ("Application") from the student signed by the student's parent/guardian by May 15th of the student's junior year.

The Application will be reviewed by the Executive Director (or their Designee) and Director of College and Career counseling. Upon verification that the student will meet EBIA's graduation requirements early, the Director of College and Career Counseling will prepare a formal early graduation confirmation letter that will act as an official authorization of graduation (requirements) completion status to fulfill California High School compulsory attendance requirements and EBIA's graduation requirements.

Senior and Graduation Activities for Early Graduates

A student who completes the requirements for high school graduation early may participate in the graduation ceremonies with their designated class or the class graduating in the year in which the student completes EBIA's requirements for high school graduation and EBIA's Student Conduct and Behavior Policy (see below regarding the graduation ceremony). Students may also participate in associated senior class activities (e.g Prom, Grad Night^[CB4]), however the student is responsible for following up with the Dean of Students to review event information and participation requirements. Moreover, early graduates are encouraged to continue to connect periodically with their assigned high school Counselor ^[CB6] as a means to support their post-secondary education (college) planning and application needs^[CB7].

[CB1]Please enter the date upon which the Charter School would require the student to apply for early graduation.

[CB2]This could be the student's assigned Counselor or the Executive Director.

[CB3]Ensure this title is aligned to the preferred individual.

[CB4]Please list the activities offered by the Charter School. These are examples.

[CB5]Examples are the Senior Class Advisor

[CB6]Align this title to the above.

[CB7]This would be a benefit to the school to ensure a smooth transition to college and to keep the Charter School statistics high.



EAST BAY INNOVATION ACADEMY EARLY GRADUATION APPLICATION

Student Name: _____ Date of Birth: _____

Date of Request: _____ Parent/Guardian Name: _____

Graduation Date: _____ Early Graduation Date: _____ Student Age at Graduation: _____

Please write a detailed explanation of the reasons(s) that you (student) wish to graduate early and your plans:

Outstanding Courses/Additional EBIA Requirements Needed for Graduation

Course / Additional Requirement	When/Where

Approval Process

(1) Make an appointment with your counselor to review graduation status and to complete this application for early graduation.

(2) Indicate Senior Activities in which student plans to participate (check all that apply):

Senior Prom

- Senior Week Activities, such as Grad Night
- Graduation Rehearsal/Ceremony
- None

I understand that I am responsible for checking the school website for any information or updates regarding graduation, senior activities, cap & gown, etc. I also understand that if I intend to participate in the graduation ceremony, I am required to attend the Graduation Ceremony Rehearsal on _____.

Student Signature : _____ Date _____

Please attach a copy of student transcript/graduation status to this application.

This completed form must be on file with the Senior Director of Operation in the Main Office *before* the end of the requested graduation term.

Signatures required to approve early graduation request:

Parent/Guardian _____ Date _____

School Counselor ^[CB4] _____ Date _____

Executive Director _____ Date _____

[1] For purposes of this Policy and its Procedures, the term “parent/guardian” shall include homeless child or youth’s educational rights holder; a foster child or youth’s educational rights holder, attorney, and county social worker; and an Indian child’s tribal social worker and, if applicable, county social worker.