

NOTICE OF GRADUATION & PROMOTION REQUIREMENTS

HAMPTON CITY SCHOOLS



In order to graduate from Hampton City Schools students must earn a minimum number of standard and verified credits as specified for each diploma. Promotion or retention in high school is based upon the student's academic achievement as reflected by the number of standard and verified credits earned at the end of each school year as listed in this material.

School counselors will meet with students and parents/guardians annually to review each student's graduation status.



Dear Parent or Guardian:

Hampton City Schools is committed to ensuring all students have the credits required for graduation and that those credits are met in order to graduate four years after entering the 9th grade for the first time.

The Commonwealth of Virginia offers several diploma options. These options and their accompanying requirements are explained in this document. Students in Virginia pursuing an Advanced Studies Diploma or a Standard Diploma must earn a combination of standard and verified credits. Students earn a “standard credit” by successfully completing the requirements for the course. Students earn a “verified credit” by successfully completing the requirements for the course and achieving a passing score on the applicable end-of-course Standards of Learning (SOL) test or a test approved by the Virginia Board of Education. Additional diploma and certificate options are available to students receiving services through special education and those not meeting all requirements for graduation. Credit accommodations allow students with disabilities to earn a Standard Diploma.

If your student is an athlete and/or plans to participate in college athletics after graduation please bring this to the attention of the school counselor. Hampton City Schools, Virginia High School League, and the National Collegiate Athletic Association have specific requirements in order to be eligible to participate in these activities.

It is imperative that students and their parent/guardian monitor the number of standard and verified credits throughout the high school years. This can best be accomplished by communication with the assigned school counselor. Counselors meet annually with students to review graduation status and parents/guardians are always encouraged to attend these conferences. Parents and students can also review the student’s academic and career plan in Naviance Family Connection, a Career & College Readiness tool. If you need assistance with this please contact your school counselor.

Decisions made regarding the high school experience often determine post-secondary options. We want all of our students to have a wide variety of options available to them upon their graduation from Hampton City Schools.

My best,

A handwritten signature in black ink that reads "Carla L. Mahn". The signature is written in a cursive, flowing style.

Carla L. Mahn, Ed.S
Director, School Development and Counseling
Hampton City Schools

To graduate with a STANDARD DIPLOMA, Cohorts 2018-2021

a student must earn at least **22 standard units of credit** by passing required courses and electives, and earn at least **six verified credits** by passing end-of-course SOL tests or other assessments approved by the Board of Education.

Discipline Area	Standard Credits: Effective with first-time ninth graders in 2011-12 through 2017-2018	Verified Credits: Effective for first-time ninth graders in 2003-2004 through 2017-2018
English	4	2
Mathematics Courses completed to satisfy this requirement shall include at least two different course selections from among: Algebra I; Geometry; Algebra, Functions and Data Analysis; Algebra II, or other mathematics courses above the level of Algebra II.	3	1
Laboratory Science Courses completed to satisfy this requirement shall include course selections from at least two different science disciplines: earth sciences, biology, chemistry or physics or completion of the sequence of science courses required for the International Baccalaureate Diploma. Students who complete a career and technical education program sequence and pass an examination or occupational competency assessment in a career and technical education field that confers certification or an occupational competency credential from a recognized industry, or trade or professional association or acquires a professional license in a career and technical education field from the Commonwealth of Virginia may substitute the certification, competency credential or license for (1) the student selected verified credit and (2) either a science or history and social science verified credit when the certification, license or credential confers more than one verified credit. The examination or occupational competency assessment must be approved by the Board of Education as an additional test to verify student achievement.	3	1
History & Social Sciences Courses completed to satisfy this requirement shall include U.S. and Virginia History, U.S. and Virginia Government, and one course in either world history or geography or both. Students who complete a career and technical education program sequence and pass an examination or occupational competency assessment in a career and technical education field that confers certification or an occupational competency credential from a recognized industry, or trade or professional association or acquires a professional license in a career and technical education field from the Commonwealth of Virginia may substitute the certification, competency credential or license for (1) the student selected verified credit and (2) either a science or history and social science verified credit when the certification, license or credential confers more than one verified credit. The examination or occupational competency assessment must be approved by the Board of Education as an additional test to verify student achievement.	3	1
Health & Physical Education	2	
Fine Arts or Career & Technical Education		
Foreign Language, Fine Arts or Career & Technical Education Pursuant to Section 22.1-253.13:4, Code of Virginia, credits earned for this requirement shall include one credit in fine or performing arts or career and technical education.	2	
Economics and Personal Finance	1	
Electives Courses to satisfy this requirement shall include at least two sequential electives as required by the Standards of Quality.	4	
Student Selected Test A student may utilize additional tests for earning verified credit in computer science, technology, career and technical education, economics or other areas as prescribed by the Board in 8 VAC 20-131-110.		1
Total	22	6

Electives

Sequential Electives – Students who wish to receive a Standard Diploma must successfully complete two sequential electives.

- Sequential electives may be in any discipline as long as the courses are not specifically required for graduation.
- Courses used to satisfy the one unit of credit in a fine arts or career and technical education course may be used to partially satisfy this requirement.
- An exploratory course followed by an introductory course may not be used to satisfy the requirement.
- An introductory course followed by another level of the same course of study may be used.
- Sequential electives do not have to be taken in consecutive years.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2013-2014, a student must also: Earn a board-approved career and technical education credential to graduate with a Standard Diploma and successfully complete one virtual course, which may be non-credit bearing.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2016-2017, a student must also be trained in emergency first aid, cardiopulmonary resuscitation, and use of automated external defibrillators, including hands-on practice of skills necessary to perform CPR.

To graduate with a STANDARD DIPLOMA, Cohorts 2022 and beyond

a student must earn at least **22 standard units of credit** by passing required courses and electives, and earn at least **five verified credits** by passing end-of-course SOL tests or other assessments approved by the Board of Education.

Discipline Area	Standard Credits: Effective with first-time ninth graders in 2018-19 and beyond	Verified Credits: Effective for first-time ninth graders in 2018-2019 and beyond
English	4	2
Mathematics Courses completed to satisfy this requirement shall include at least two different course selections from among: Algebra I; Geometry; Algebra, Functions and Data Analysis; Algebra II, or other mathematics courses approved by the Board to satisfy this requirement. Per the Standards of Quality, a computer science course credit earned by the students may be considered a mathematics course credit.	3	1
Laboratory Science Courses completed to satisfy this requirement shall include course selections from at least two different science disciplines: earth sciences, biology, chemistry or physics or completion of the sequence of science courses required for the International Baccalaureate Diploma and shall include interdisciplinary courses that incorporate Standards of Learning content from multiple academic areas. The Board shall approve courses to satisfy this requirement. Per the Standards of Quality, a computer science course credit earned by students may be considered a science course credit. Students who complete a career and technical education program sequence and pass an examination or occupational competency assessment in a career and technical education field that confers certification or an occupational competency credential from a recognized industry, or trade or professional association or acquires a professional license in a career and technical education field from the Commonwealth of Virginia may substitute the certification, competency credential or license for (1) the student selected verified credit and (2) either a science or history and social science verified credit when the certification, license or credential confers more than one verified credit. The examination or occupational competency assessment must be approved by the Board of Education as an additional test to verify student achievement.	3	1
History & Social Sciences Courses completed to satisfy this requirement shall include Virginia and U.S. History, Virginia and U.S. Government, and one course in either world history or geography or both. Students who complete a career and technical education program sequence and pass an examination or occupational competency assessment in a career and technical education field that confers certification or an occupational competency credential from a recognized industry, or trade or professional association or acquires a professional license in a career and technical education field from the Commonwealth of Virginia may substitute the certification, competency credential or license for (1) the student selected verified credit and (2) either a science or history and social science verified credit when the certification, license or credential confers more than one verified credit. The examination or occupational competency assessment must be approved by the Board of Education as an additional test to verify student achievement.	3	1
Health & Physical Education	2	
World Language, Fine Arts or Career & Technical Education Per the Standards of Quality, credits earned for this requirement shall include one credit in Fine or Performing Arts or career and Technical Education. Per the Standards of Quality, a computer science course credit earned by students may be considered a career and technical credit.	2	
Economics and Personal Finance	1	
Electives Courses to satisfy this requirement shall include at least two sequential electives as required by the Standards of Quality.	4	
Total	22	5

Sequential Electives - May be in any discipline as long as the courses are not specifically required for graduation.

- Courses used to satisfy the one unit of credit in a fine arts or career and technical education course may be used to partially satisfy this requirement.
- An exploratory course followed by an introductory course may not be used to satisfy the requirement.
- An introductory course followed by another level of the same course of study may be used.
- Sequential electives do not have to be taken in consecutive years.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2013-2014, a student must also: Earn a board-approved career and technical education credential to graduate with a Standard Diploma and successfully complete one virtual course, which may be non-credit bearing.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2016-2017, a student must also be trained in emergency first aid, cardiopulmonary resuscitation, and use of automated external defibrillators, including hands-on practice of skills necessary to perform CPR.

To graduate with an ADVANCED STUDIES DIPLOMA, Cohorts 2018-2021

a student must earn at least **26 standard units of credit** by passing required courses and electives, and earn at least **nine verified credits** by passing end-of-course SOL tests or other assessments approved by the Board of Education.

Discipline Area	Standard Credits: Effective with first-time ninth graders in 2011-12 through 2017-2018	Verified Credits: Effective for first-time ninth graders in 2003-2004 through 2017-2018
English	4	2
Mathematics Courses completed to satisfy this requirement shall include at least three different course selections from among: Algebra I, Geometry, Algebra II, or other mathematics courses above the level of Algebra II. The Board shall approve courses to satisfy this requirement.	4	2
Laboratory Science Courses completed to satisfy this requirement shall include course selections from at least three different science disciplines from among: earth sciences, biology, chemistry, or physics or completion of the sequence of science courses required for the International Baccalaureate Diploma. The Board shall approve courses to satisfy this requirement.	4	2
History & Social Sciences Courses completed to satisfy this requirement shall include U.S. and Virginia History, U.S. and Virginia Government, and two courses in either world history or geography or both. The Board shall approve courses to satisfy this requirement.	4	2
Health & Physical Education	2	
Fine Arts or Career & Technical Education	1	
Foreign Languages Courses completed to satisfy this requirement shall include three years of one language or two years of two languages.	3	
Economics and Personal Finance	1	
Electives	3	
Student Selected Test A student may utilize additional tests for earning verified credit in computer science, technology, career or technical education, economics or other areas as prescribed by the Board in 8 VAC 20-131-110.		1
Total	26	9

Electives

Fine Arts and Career and Technical Education - The Standard and Advanced Studies Diplomas each contain a requirement for one standard unit of credit in Fine Arts or Career and Technical Education. The Standards of Accreditation do not require that courses used to satisfy the requirement of Fine Arts or Career and Technical Education be approved by the Board. Therefore, local school officials should use their own judgment in determining which courses students take to satisfy this requirement.

Foreign Language - The Advanced Studies Diploma contains a requirement for either three years of one foreign language or two years of two languages. In March 1998, the Board of Education approved the provision of three years of instruction in American Sign Language (ASL) for foreign language credit toward an Advanced Studies Diploma; other foreign languages will satisfy this requirement as well.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2013-2014, a student must also:

Successfully complete one virtual course, which may be non-credit bearing.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2016-2017, a student must also be trained in emergency first aid, cardiopulmonary resuscitation, and use of automated external defibrillators, including hands-on practice of skills necessary to perform CPR.

To graduate with an ADVANCED STUDIES DIPLOMA, Cohorts 2022 and beyond

a student must earn at least **26 standard units of credit** by passing required courses and electives, and earn at least **five verified credits** by passing end-of-course SOL tests or other assessments approved by the Board of Education.

Discipline Area	Standard Credits: Effective with first-time ninth graders in 2018-2019 and beyond	Verified Credits: Effective for first-time ninth graders in 2018-2019 and beyond
English	4	2
Mathematics Courses completed to satisfy this requirement shall include at least three different course selections from among: Algebra, Geometry; Algebra, functions and data analysis; Algebra II, or other mathematics courses above the level of Algebra II, approved by the board to satisfy this requirement. Per the Standards of Quality, a computer science course credit earned by the students may be considered a mathematics course credit.	4	1
Laboratory Science Courses completed to satisfy this requirement shall include course selections from at least three different science disciplines; earth sciences, biology, chemistry, or physics or completion of the sequence of science courses required for the International Baccalaureate Diploma and include interdisciplinary courses that incorporate Standards of Learning content from multiple academic areas. The Board shall approve courses to satisfy this requirement. Per the Standards of Quality, a computer science course credit earned by students may be considered a science course credit.	4	1
History & Social Sciences Courses completed to satisfy this requirement shall include Virginia and U.S. History, Virginia and U.S. Government, and one courses in either world history or geography or both.	4	1
World Language Courses completed to satisfy this requirement shall include three years of one language or two years of two languages.	3	
Health & Physical Education	2	
Fine Arts or Career & Technical Education Per the Standards of Quality, a computer science course credit earned by students may be considered a career and technical credit.	1	
Economics and Personal Finance	1	
Electives Courses to satisfy this requirement shall include at least two sequential electives as required by the Standard of Quality.	3	
Total	26	5

Sequential Electives - May be in any discipline as long as the courses are not specifically required for graduation.

- Courses used to satisfy the one unit of credit in a fine arts or career and technical education course may be used to partially satisfy this requirement.
- An exploratory course followed by an introductory course may not be used to satisfy the requirement.
- An introductory course followed by another level of the same course of study may be used.
- Sequential electives do not have to be taken in consecutive years.

Fine Arts and Career and Technical Education - The Standard and Advanced Studies Diplomas each contain a requirement for one standard unit of credit in Fine Arts or Career and Technical Education. The Standards of Accreditation do not require that courses used to satisfy the requirement of Fine Arts or Career and Technical Education be approved by the Board. Therefore, local school officials should use their own judgment in determining which courses students take to satisfy this requirement.

Foreign Language - The Advanced Studies Diploma contains a requirement for either three years of one foreign language or two years of two languages. The Board of Education approved the provision of three years of instruction in American Sign Language (ASL) for foreign language credit toward an Advanced Studies Diploma; other foreign languages will satisfy this requirement as well.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2013-2014, a student must also:

Successfully complete one virtual course, which may be non-credit bearing.

ADDITIONAL NOTE for students entering ninth grade for the first time in 2016-2017, a student must also be trained in emergency first aid, cardiopulmonary resuscitation, and use of automated external defibrillators, including hands-on practice of skills necessary to perform CPR.

ADDITIONAL DIPLOMA & CERTIFICATE OPTIONS

For Students Identified as Having Disabilities

The Applied Studies Diploma is granted when a student does not qualify for other diplomas, but does meet the requirements of the Individualized Education Plan developed for that student. Students who earn a Special Diploma may participate in commencement exercises.

The Certificate of Program Completion

The Certificate of Program Completion is designed for a student who has earned all the required standard credits for graduation, but has not earned the appropriate corresponding verified credits. The student will be given the opportunity to earn verified credits in the summer and subsequent administrations of the SOL tests. If the student earns the appropriate verified credits, he/she will be considered a graduate and earn the appropriate diploma. Students awarded the Certificate of Program Completion will not participate in commencement exercises.

General Achievement Diploma

Available to students 18 years or older who meet the criteria set by the Board of Education. The **General Achievement Diploma** is intended to provide a diploma option for high school dropouts and individuals who exit high school without a diploma. It should not be a first option for high school students.

General Education Development Certificates (GED)

For eligibility information please contact the GED office, housed at The Campus @ Lee, 1646 Briarfield Rd, or contact them at 757-727-1327.

TRANSFER STUDENTS

Graduation requirements for a student transferring into a Virginia public school for the first time in grades 9-12, depends on the grade the student is transferring into and when in the school year the student is transferring. A student is considered to have transferred at the “beginning” of the school year if 20 or fewer hours of instruction have been completed. A student is considered to have transferred “during” the school year if more than 20 hours of instruction have been completed.

STANDARD DIPLOMA VERIFIED CREDIT REQUIREMENT	
During 9th Grade OR Beginning of 10th Grade	Must Earn 6 Verified Credits (2) English, (1) mathematics, (1) social studies, (1) science, and (1) student-selected test
During 10th Grade OR Beginning of 11th Grade	Must Earn 4 Verified Credits (1) English, (1) mathematics, (1) social studies, and (1) science
During 12th Grade	(1) English and (1) student-selected test Students should be given every opportunity to earn a diploma; if this is not possible, the school division should arrange to have the previous school award the diploma; or seek a waiver of the verified credit requirements from the Virginia Department of Education.

ADVANCED STUDIES DIPLOMA VERIFIED CREDIT REQUIREMENT	
During 9th Grade OR Beginning of 10th Grade	Must Earn 9 Verified Credits (2) English, (2) mathematics, (2) social studies, (2) science, and (1) student-selected test
During 10th Grade OR Beginning of 11th Grade	Must Earn 6 Verified Credits (2) English, (1) mathematics, (1) social studies, (1) science, and (1) student-selected test
During 11th Grade OR Beginning of 12th Grade	Must Earn 4 Verified Credits (1) English, and (3) student-selected test
During 12th Grade	Students should be given every opportunity to earn a diploma; if this is not possible, the school division should arrange to have the previous school award the diploma; or seek a waiver of the verified credit requirements from the Virginia Department of Education.

LOCALLY AWARDED VERIFIED CREDITS

The Virginia Board of Education has set forth procedures and criteria for local school boards to award verified credits to students who have not met this requirement for the Standard Diploma.

Students who do not pass Standards of Learning tests for any high school course for which there is an SOL test receive locally awarded verified credit from the local school board in accordance with criteria established in guidelines adopted by the Board of Education.

The criterion is as follows:

1. Students must have passed the course, must have taken the test at least twice and scored between 375-399 at least once.
2. Non IEP/504 students entering ninth grade prior to the 2018-2019 academic year must have earned fewer than three locally verified credit.
3. Non IEP/504 students entering ninth grade in the 2018-2019 academic year and beyond must have earned less than one locally verified credit.
4. Locally verified credits earned through this process cannot be used for the Advanced Studies Diploma for students entering 9th grade prior to the 2018-2019 Academic year.

DIPLOMA SEAL

Students meeting specific requirements for graduation and demonstrating exemplary performance may receive diploma seals for recognition. VDOE makes available to local school divisions the following seals:

Governor's Seal – Awarded to students who complete the requirements for an Advanced Studies Diploma with an average grade of "B" or better, and successfully complete college-level coursework that will earn the student at least nine transferable college credits in Advanced Placement (AP), International Baccalaureate (IB), or dual enrollment courses.

Board of Education Seal – Awarded to students who complete the requirements for a Standard Diploma or Advanced Studies Diploma with an average grade of "A" beginning with the ninth-grade class of 2006-2007 and beyond.

Board of Education's Seal for Science, Technology, Engineering and Mathematics (STEM) shall be awarded to students who earn either a Standard Diploma or an Advanced Studies Diploma and satisfy all math and science requirements for the Advanced Studies diploma with a "B" average or better in all course work

- AND successfully complete a 50 hour or more work-based learning opportunity in a STEM area
- AND satisfy all requirements for a Career and Technical Education concentration
- AND pass one of the following: (a) a Board of Education CTE STEM-H credential examination, or (b) an examination approved by the Board that confers a college-level credit in a STEM field.
- This seal is available to graduating seniors in the 2019 graduation cohort and beyond.

Board of Education's Career & Technical Education Seal – Awarded to students who:

- earn a Standard or Advanced Studies Diploma and complete a prescribed sequence of courses in a career and technical education concentration or specialization that they choose and maintain a "B" or better average in those courses
- OR pass an examination or an occupational competency assessment in a career and technical education concentration or specialization that confers certification or occupational competency credential from a recognized industry, trade or professional association
- OR acquire a professional license in that career and technical education field from the Commonwealth of Virginia.

The Board of Education shall approve all professional licenses and examinations used to satisfy these requirements.

Board of Education's Advanced Mathematics & Technology Seal – Awarded to students who earn either a Standard or Advanced Studies Diploma and satisfy all of the mathematics requirements for the Advanced Studies Diploma (four units of credit including Algebra II; two verified units of credit) with a "B" average or better; and either

- pass an examination in a career and technical education field that confers certification from a recognized industry, or trade or professional association
- OR acquire a professional license in a career and technical education field from the Commonwealth of Virginia
- OR pass an examination approved by the board that confers college-level credit in a technology or computer science area.
- This seal will remain available to students who entered high school prior to the 2018-2019 school year.

The Board of Education shall approve all professional licenses and examinations used to satisfy these requirements.

Board of Education's Excellence in Civics Education Seal – Awarded to students who meet each of the following four criteria:

- Satisfy the requirement to earn a Modified Standard Diploma, a Standard Diploma or an Advanced Studies Diploma
- Complete Virginia & United States History and Virginia & United States Government courses with a grade of "B" or higher
- Complete 50 hours of voluntary participation in community service or extracurricular activities, such as volunteering for a charitable or religious organization that provides services to the poor, sick or less fortunate; participating in Boy Scouts, Girl Scouts or similar youth organizations; participating in Junior Reserve Officer

Training Corps (JROTC); participating in political campaigns, government internships, Boys State, Girls State or Model General Assembly; and participating in school-sponsored extracurricular activities that have a civics focus. Any student who enlists in the United States military prior to graduation will be deemed to have met this community service requirement.

- Have good attendance and no disciplinary infractions as determined by local school board policies.

The Board of Education's Seal of Biliteracy shall be awarded to students who earn a Board of Education-approved diploma and:

- pass all required End-of-Course Assessments in English reading and writing at the proficient or higher level; and
- are proficient at the intermediate-mid level or higher in one or more languages other than English, as demonstrated through an assessment from a list to be approved by the Superintendent of Public Instruction
- American Sign Language qualifies as a language other than English.

Board of Education's Seal for Excellence in Science and the Environment shall be awarded to students who earn either a Standard Diploma or Advanced Studies Diploma

- AND complete at least three different first-level board-approved laboratory science courses and at least one rigorous advanced-level or postsecondary-level laboratory science course, each with a grade of "B" or higher
- AND complete laboratory or field-science research and present that research in a formal, juried setting
- AND complete at least 50 hours of voluntary participation in community service or extracurricular activities that involve the application of science such as environmental monitoring, protection, management, or restoration.
- This seal is available to students who entered the ninth grade for the first time in the 2018-2019 school year and thereafter.

**PROMOTION REQUIREMENTS:
STANDARD & ADVANCED STUDIES DIPLOMAS**

From Grade 9 to 10	5 Standard Credits
English	1 credit
Additional Core Class*	1 credit
Other	3 credits
From Grade 10 to 11	10 Standard Credits
English	2 credits
Mathematics	1 credit
Science	1 credit
Social Studies	1 credit
Additional Core Class*	1 credit
Other	4 credits
From Grade 11 to 12	16 Standard Credits
English	3 credits
Mathematics	2 credits
Science	2 credits
Social Studies	2 credits
Additional Core Class*	1 credit
Other	6 credits

**A Core Class is defined as any course from Math, Science, Social Studies, or English,
which satisfies a graduation requirement from that discipline.*

2012 AND BEYOND GRADING SCALE AND GPA WEIGHTS

LETTER	NUMERICAL SPAN	Unweighted GPA WT	Honors (3) GPA WT	AP and IB GPA WT
A	93-100	4.0	4.5	5.0
A-	90-92	3.7	4.2	4.7
B+	87-89	3.3	3.8	4.3
B	83-86	3.0	3.5	4.0
B-	80-82	2.7	3.2	3.7
C+	77-79	2.3	2.8	3.3
C	73-76	2.0	2.5	3.0
C-	70-72	1.7	2.2	2.7
D	64-69	1.0	1.5	2.0
F	Below 64	0	0	0



Updated October 2021

Carla L. Mahn, Ed.S
Director of Student
Development and Counseling

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HCS does not discriminate on the basis of race, color, national origin, sex, disability, age or other protected classes in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title: Robbin G. Ruth, Executive Director, Human Resources
Address: One Franklin Street, Hampton, VA 23669
Telephone Number: 757-727-2000