

1 **Education Cabinet**

2 **Kentucky Board of Education**

3 **Department of Education**

4 **(Amendment)**

5 **704 KAR 3:305. Minimum requirements for high school graduation.**

6 RELATES TO: KRS 156.160(1)(a), (d), 158.645, 158.6451

7 STATUTORY AUTHORITY: KRS 156.070, 156.160(1)(a), (d)

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 156.160 requires the Kentucky Board

9 of Education to promulgate administrative regulations relating to the courses of study for the

10 different grades and the minimum requirements for high school graduation. The content

11 standards for the courses of study are established in the Kentucky core academic standards

12 incorporated by reference in 704 KAR 3:303. This administrative regulation establishes the

13 minimum requirements necessary for entitlement to a high school diploma.

14 Section 1: Definitions. (1) “Early graduation” means meeting the competency-based criteria

15 outlined in this section and doing so in less than four years from the date of first enrolling in

16 grade nine (9) and attending less than 140 days of the fourth year of enrollment in high school.

17 (2) “Early Graduation Certificate” means a certificate awarded by the district signed by the

18 principal and superintendent that shall make the recipient eligible for a scholarship award equal

19 to one-half (1/2) of the state portion of the average statewide per pupil guaranteed base funding

20 level to be used at a Kentucky public two (2) year community and technical college or a

1 Kentucky four (4) year public or non-profit independent institution accredited by the Southern
2 Association of Colleges and schools.

3 Section 24. Each student in a common school shall have a total of at least twenty-two (22) credits
4 for high school graduation. Those credits shall include the content standards as provided in the
5 Kentucky core academic standards, incorporated by reference in 704 KAR 3:303. Additional
6 standards-based learning experiences shall align to the student's individual learning plan and
7 shall consist of standards-based content. The required credits and demonstrated competencies
8 shall include the following minimum requirements:

9 (1) Language arts - four (4) credits (English I, II, III, and IV) to include the content contained in
10 the Kentucky core academic standards for English and language arts.

11 (a) Language arts shall be taken each year of high school.

12 (b) If a student does not meet the college readiness benchmarks for English and language arts as
13 established by the Council on Postsecondary Education in 13 KAR 2:020, the student shall take
14 an English and language arts transitional course or intervention, which is monitored to address
15 remediation needs, before exiting high school;

16 (2) Social studies - three (3) credits to include the content contained in the Kentucky core
17 academic standards for social studies;

18 (3) Mathematics - three (3) credits to include the content contained in the Kentucky core
19 academic standards for mathematics and include the following minimum requirements:

20 (a) Algebra I, Geometry, and Algebra II. An integrated, applied, interdisciplinary, occupational,
21 or technical course that prepares a student for a career path based on the student's individual
22 learning plan may be substituted for a traditional Algebra I, Geometry, or Algebra II course on

- 1 an individual student basis if the course meets the content standards in the Kentucky core
2 academic standards, incorporated by reference in 704 KAR 3:303;
- 3 (b) A mathematics course or its equivalent as determined by the district shall be taken each year
4 of high school to ensure readiness for postsecondary education or the workforce;
- 5 (c) Any mathematics course other than Algebra I, Geometry, or Algebra II shall be counted as an
6 elective; and
- 7 (d) If a student does not meet the college readiness benchmarks for mathematics as established
8 by the Council on Postsecondary Education in 13 KAR 2:020, the student shall take a
9 mathematics transitional course or intervention, which is monitored to address remediation
10 needs, before exiting high school;
- 11 (4) Science - three (3) credits that shall incorporate lab-based scientific investigation experiences
12 and include the content contained in the Kentucky core academic standards for science;
- 13 (5) Health - one-half (1/2) credit to include the content contained in the Kentucky core academic
14 standards for health;
- 15 (6) Physical education - one-half (1/2) credit to include the content contained in the Kentucky
16 core academic standards for physical education;
- 17 (7) History and appreciation of visual and performing arts (or another arts course which
18 incorporates this content) - one (1) credit to include the content contained in the Kentucky core
19 academic standards for arts and humanities or a standards-based specialized arts course based on
20 the student's individual learning plan;
- 21 (8) Academic and career interest standards-based learning experiences - seven (7) credits
22 including four (4) standards-based learning experiences in an academic or career interest based
23 on the student's individual learning plan; and

1 (9) Demonstrated performance-based competency in technology.

2 Section 3 2. (1) A local board of education may substitute an integrated, applied,
3 interdisciplinary, occupational, technical, or higher level course for a required course if the
4 alternative course provides rigorous content and addresses the same applicable components of
5 703 KAR 4:060.

6 (2) For students with disabilities, a local board of education may substitute a functional,
7 integrated, applied, interdisciplinary, occupational, technical, or higher level course for a
8 required course if the alternative course provides rigorous content and addresses the same
9 applicable components of 703 KAR 4:060. These shall be based on grade-level content standards
10 and may be modified to allow for a narrower breadth, depth, or complexity of the general grade-
11 level content standards.

12 Section 4 3. (1) A district shall implement an advising and guidance process throughout the
13 middle and high schools to provide support for the development and implementation of an
14 individual learning plan for each student. The plan shall include career development and
15 awareness and specifically address Vocational Studies Academic Expectations 2.36-2.38 as
16 established in Academic expectations, 703 KAR 4:060.

17 (2) A district shall develop a method to evaluate the effectiveness and results of the individual
18 learning plan process. The evaluation method shall include input from students, parents, and
19 school staff. As part of the evaluation criteria, the district shall include indicators related to the
20 status of the student in the twelve (12) months following the date of graduation.

21 (3) A feeder middle school and a high school shall work cooperatively to ensure that each
22 student and parent receives information and advising regarding the relationship between

1 education and career opportunities. Advising and guidance shall include information about
2 financial planning for postsecondary education.

3 (4) A school shall maintain each student's individual learning plan. The individual learning plan
4 shall be readily available to the student and parent and reviewed and approved at least annually
5 by the student, parents, and school officials.

6 (5) Beginning with a student's eighth grade year, the individual learning plan shall set learning
7 goals for the student based on academic and career interests and shall identify required academic
8 courses, electives, and extracurricular opportunities aligned to the student's postsecondary goals.
9 The school shall use information from the individual learning plans about student needs for
10 academic and elective courses to plan academic and elective offerings.

11 (6) Beginning with the graduating class of 2013, the development of the individual learning plan
12 for each student shall begin by the end of the sixth grade year and shall be focused on career
13 exploration and related postsecondary education and training needs.

14 Section 54. (1) A board of education may award credit toward high school graduation for
15 satisfactory demonstration of learning based on content standards described in the Kentucky core
16 academic standards, incorporated by reference in 704 KAR 3:303, and a rigorous performance
17 standards policy established by the board of education. A school shall establish performance
18 descriptors and evaluation procedures to determine if the content and performance standards
19 have been met.

20 (2) A board of education shall award credit toward high school graduation based on:

21 (a) A standards-based Carnegie unit credit that shall consist of at least 120 hours of instructional
22 time in one (1) subject; or

1 (b) A standards-based performance-based credit, regardless of the number of instructional hours
2 in one (1) subject.

3 (3) A local board of education which has chosen to award standards-based performance-based
4 credit shall award a standards-based credit earned by a student enrolled in grade 5, 6, 7, or 8 if:

5 (a) The content of the course is the same that is established in the Kentucky core academic
6 standards, incorporated by reference in 704 KAR 3:303; and

7 (b) The district has criteria in place to make a reasonable determination that the middle level
8 student is capable of success in the high school course.

9 (4) A board of education which has chosen to award standards-based performance-based credit
10 shall establish a policy for a performance-based credit system that includes:

11 (a) The procedures for developing performance-based credit systems and for amending the
12 system;

13 (b) The conditions under which each high school may grant performance-based credits and the
14 related performance descriptors and assessments;

15 (c) Objective grading and reporting procedures;

16 (d) Content standards as addressed in 704 KAR 3:303, Required core academic standards, and
17 703 KAR 4:060, Academic expectations;

18 (e) The extent to which state-provided assessments will be used in the local performance-based
19 credit system;

20 (f) The ability for students to demonstrate proficiency and earn credit for learning acquired
21 outside of school or in prior learning; and

22 (g) Criteria to ensure that internships, cooperative learning experiences, and other learning
23 experiences in the school and community are:

- 1 1. Designed to further student progress towards the individual learning plan;
 - 2 2. Supervised by qualified instructors; and
 - 3 3. Aligned with state and local content and performance standards.
- 4 (5) A board of education may award standards-based, performance-based credit toward high
- 5 school graduation for:
- 6 (a) Standards-based course work that constitutes satisfactory demonstration of learning in any
 - 7 high school course, consistent with Section 1 of this administrative regulation;
 - 8 (b) Standards-based course work that constitutes satisfactory demonstration of learning in a
 - 9 course for which the student failed to earn credit when the course was taken previously;
 - 10 (c) Standards-based portfolios, senior year, or capstone projects;
 - 11 (d) Standards-based online or other technology mediated courses;
 - 12 (e) Standards-based dual credit or other equivalency courses; or
 - 13 (f) Standards-based internship, cooperative learning experience, or other supervised experience
 - 14 in the school or the community.
- 15 (6) Each local board of education shall maintain a copy of its policy on high school graduation
- 16 requirements. This policy shall include a description of how the requirements address KRS
- 17 158.6451(1)(b) and 703 KAR 4:060.
- 18 Section 65. (1) A student who satisfactorily completes the requirements of this administrative
- 19 regulation and additional requirements as may be imposed by a local board of education shall be
- 20 awarded a graduation diploma.
- 21 (2) The local board of education shall award the diploma.

1 Section 76. This administrative regulation shall not be interpreted as prohibiting a local
2 governing board, superintendent, principal, or teacher from awarding special recognition to a
3 student.

4 Section 87. Beginning with the graduating class of 2013, if the severity of an exceptional
5 student's disability precludes a course of study that meets the high school graduation
6 requirements established in Section 1 of this administrative regulation leading to receipt of a high
7 school diploma, an alternative course of study shall be offered. (1) This course of study shall be
8 based upon student needs and the provisions specified in 704 KAR 3:303, Required core
9 academic standards, and shall be reviewed at least annually.

10 (2) A student who completes this course of study shall receive an alternative high school diploma
11 to be awarded by the local board of education consistent with the graduation practices for all
12 students.

13 (3) A local board of education may establish policies to award an alternative high school diploma
14 to a former student who has received a certificate or certificate of attainment.

15 Section 9. Beginning in the 2014 -2015 academic year, only students who meet the criteria
16 outlined in this section shall be eligible for early graduation. Those students who meet the
17 criteria for early graduation shall receive from the school district an Early Graduation Certificate.
18 Students wishing to graduate early shall indicate that intent to the school principal at the
19 beginning of grade nine (9) or as soon as the intent is known, but no later than the beginning of
20 the school year in which the student intends to graduate.

21 (a) A student's intent to graduate early shall be entered into the student information system by
22 the school district by October 1 of the year in which the student intends to graduate.

1 (b) All schools participating in early graduation programming shall follow the requirements for
2 alternative programming outlined in 704 KAR 19:002.

3 (2) The criteria students shall meet to earn an Early Graduation Certificate are:

4 (a) Score proficient on the end of course exams required by the Kentucky Board of Education in
5 703 KAR 5:200;

6 (b) Meet the college readiness exam benchmarks as set by the Council on Postsecondary
7 Education in 13 KAR 2:020 for placement in credit-bearing courses without the need for
8 remediation:

9 (1) A student who has indicated an intent to graduate early shall be permitted their state
10 administration of the college readiness exam prior to the junior year, if needed.

11 (5 Ky.R. 633; Am. 6 Ky.R. 53; eff. 7-17-79; 6 Ky.R. 238; 526; eff. 4-1-80; 9 Ky.R. 1027; 1208;
12 eff. 8-3-83; 11 Ky.R. 1076; eff. 3-12-85; 17 Ky.R. 113; eff. 9-13-90; 23 Ky.R. 3419; 3827; 24
13 Ky.R. 82; eff. 7-2-97; 32 Ky.R. 1779; 2028; 33 Ky.R. 766; eff. 10-6-2006; 37 Ky.R. 138; 1644;
14 eff. 2-4-2011; 39 Ky.R. 612; 1115; eff. 1-4-13.)