

WAIVING REQUIREMENTS FOR GRADUATION

Graduation requirements are established with the expectation that all students will complete them as listed. It is recognized, however, that individual students may have reason to request waiver of one or more courses.

The following process shall be followed for a wavier request:

- A. Students and parents must complete the "Request for Waiver of Graduation Credit Requirement Due to Unusual Circumstances" form F-1 or "Request for Waiver of the Physical Education Requirement" form F-2 2412 to waive a required course/credit.
- B. The form must be completed and returned to the high school's counseling office.
- C. Within a reasonable amount of time after receiving the form from the parent(s)/student, the Counselor shall review the form and then forward it to the school's Principal.
- D. The school's Principal shall make the final determination regarding the waiver. The Principal shall notify the student's parent(s) of the status of the waiver.
- E. If the Principal denies the waiver, the student/parent(s) may appeal the decision to the Assistant Superintendent. The written appeal must be received by the Assistant Superintendent no later than 10 school days after receiving notification of the denial.

All building principals shall provide the Superintendent or their designee with a report of all waivers granted during any school year. This report must detail which courses were waived. This report shall be submitted two weeks after the end of each school year.

Waiver of Required Credits based on Unusual Circumstances

This waiver does not grant credit, but does excuse the student from having to complete up to two credits based on a student's unusual circumstances. The two credits that may be waved are limited to those of the Student's Personal Pathway Requirement or elective credits. Students and Parents must apply for the waiver per this policy using form F-1 2412.

Waiver of the Physical Education Requirement

The Richland School District takes great pride in its facilities and physical education offerings. The District also values its physical education staff and their expertise in providing students with quality instruction.

It is the District's position that all students have equal and equitable opportunities for physical activity and fitness education in our schools. Suitable adapted physical education shall be included as part of individualized education plans (I.E.P.s) for students with special needs or disabling conditions that preclude such student's participation in regular physical education instruction.

The Richland School District, in compliance with Washington law, allows for the waiver of Physical Education (.5 Health may not be waived) under certain circumstances: physical disability, employment, religious belief, participation in directed athletics or military science and tactics, or for other good cause.

It is the intent of the Richland School District to allow for PE waivers for directed athletics, as required by Washington State Law. The District intends to do so with a high standard for what constitutes equivalent athletic activity. District PE classes provide rigorous activity and fitness knowledge. The criterion defined below for a waiver based on directed athletic participation is meant to define that high standard.

Normally, a student will be allowed to waive only up to one half credit (one semester) of physical education for school directed athletics. In order to waive one semester (a half credit) of physical education for school directed athletics, high school student athletes (including those on dance and cheer teams), must meet all of the following minimum criterion:

1. Apply for the waiver per this policy using form F-2 2412
2. Complete a minimum of 75 hours of participation in school directed athletics (counting only one and a half hours of participation per practice and no more than two practices per day).
3. Complete a full season or one semester of school directed athletics prior to requesting the waiver.

Legal References:	RCW 28A.345.080	Model policy and procedure for granting waivers of credit for high school graduation.
	WAC 180-51-068	State subject and credit requirements for high school graduation—Students entering the ninth grade on or after July 1, 2015.
	WAC 180-51-050	High school credit—Definition.

RSD #400

Adopted: July 14, 1987

Revised: September 9, 2008

Revised: February 14, 2017

REQUEST FOR WAIVER OF GRADUATION CREDIT REQUIREMENT DUE TO UNUSUAL CIRCUMSTANCES

Please read this form carefully, complete, and return to the counselor's office. This form is the only documentation used to determine whether this waiver is approved, therefore you must document the circumstances for this request for a waiver.

Student Name: _____ Date: _____

Parent's Name: _____ School: _____

Address: _____ Phone: _____

Anticipated Year of Graduation: _____ Current Grade in school: _____

Requested Waiver: _____

Reason for Request: _____

I understand that this process will waive a graduation credit requirement from the Personal Pathway and/or Elective. Requested by:

Student Signature Date

Parent Signature Date

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Approval Verification

Approved

Denied

Approved By:

Principal Signature

Date

Counselor Signature

Date

REQUEST FOR WAIVER OF THE PHYSICAL EDUCATION REQUIREMENT

It is the intent of the Richland School District to allow for PE waivers for directed athletics, as required by Washington State Law. The District intends to do so with a high standard for what constitutes equivalent athletic activity. District PE classes provide rigorous activity and fitness knowledge. The criterion defined below for a waiver based on directed athletic participation is meant to define that high standard.

Normally, a student will be allowed to waive only up to one half credit (one semester) of physical education for school directed athletics. In order to waive one semester (a half credit) of physical education for school directed athletics, high school student athletes (including those on dance and cheer teams), must meet all of the following minimum criterion:

1. Apply for the waiver per this policy using form F-2 2412
2. Complete a minimum of 75 hours of participation in school directed athletics (counting only one and a half hours of participation per practice and no more than two practices per day).
3. Complete a full season or one semester of school directed athletics prior to requesting the waiver.

Please read this form carefully, complete, and return to the counselor’s office. This form is the only documentation used to determine whether this waiver is approved, therefore you must document the circumstances for this request for a waiver.

Student Name: _____ Date: _____

Parent’s Name: _____ School: _____

Address: _____ Phone: _____

Anticipated Year of Graduation: _____ Current Grade in school: _____

Requested Waiver: _____

Reason for Request: _____

I understand that this process will waive a graduation requirement but will not result in credit. My student must still earn the necessary total credits to graduate.

Requested by:

Student Signature	Date	Parent Signature	Date
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Approval Verification

- Approved
- Denied

Approved By:

Principal Signature

Date

Counselor Signature

Date