Administrative Procedure 5513

NON-GRADUATE STUDENTS SEEKING A DIPLOMA

Responsible: Department of Student Accounting

PURPOSE

This Administrative Procedure describes how a student may earn a diploma after his/her class has graduated in Washoe County School District (District).

PROCEDURE

1. Cohort 2016 and earlier: If a student has completed all of his/her high school requirements, including participation in the College and Career Readiness assessment (Cohort 2016), but has failed to pass one or more sections of the High School Proficiency Exam (HSPE) at the time of his/her high school graduation and wishes to earn a diploma:

    a. Such student may not participate in the graduation ceremonies.

        i. Student may go to https://washoeschoolsnv.scriborder.com/ and click on NV AB7. Assembly Bill 7 was passed in 2017 removing the HSPE requirements. Students who wish to have a diploma and new transcript issued under this law, can apply by going to https://washoeschoolsnv.scriborder.com/ , click on NV AB7 and complete the application. Students who qualify for a standard diploma will receive a complimentary diploma and transcript in the mail.

    b. A student who earns his/her last credit or completes remediation and assessment requirements through Rise Academy, a charter school, private school, or any school that issues a diploma is not eligible to earn a District standard, honors, or advanced diploma.

2. Students who return from studying abroad who have finished all of their credit requirements while studying abroad may be issued a diploma from their zoned high school provided:

    a. A letter is received from the school abroad that clearly states that the student did not receive a diploma from the school abroad.

    b. The student has met all of the requirements for a District diploma outlined in this administrative procedure and specified for the cohort the student was assigned in ninth grade.

    c. The letter is translated into English prior to being presented to the school.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Administrative Procedure reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District, to include:

    a. Administrative Regulation 5127, High School Graduation Requirements; and

    b. Administrative Procedure 6212, Fifth-Year Graduates.

2. This Administrative Procedure complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:

    a. NRS Chapter 389, Examinations, Courses, Standards and Graduation, and specifically:

        i. NAC 389.690, Credit received through adult high school program applicable toward adult standard diploma; and

        ii. NRS 389.807, Students required to take the college and career readiness assessment to receive a standard high school diploma (beginning with graduating cohort 2016).

REVISION HISTORY

Date	Revision	Modification
04/2012	1.0	Adopted as Accepted Practice
01/03/2014	2.0	Revised: Converted to Administrative Procedure
12/07/2015	3.0	Revised: Clarified which school issues the diploma after the Friday before the start of the Balanced Calendar in the year the student would have graduated
06/07/2016	4.0	Revised: Clarified student must be enrolled in a high school or district adult program that issues diploma in order to complete remediation and be eligible to take the HSPE; noted requirement to take CCR assessment (NRS 389.807)
07/12/2022	5.0	Revised: To reflect passage of AB7 in 2017