Administrative Procedure 6229

GRADE LEVEL CLASSIFICATION

Responsible: Department of Student Accounting

PURPOSE

This Administrative Procedure shall describe and define protocols regarding classifying the grade level of high school students.

PROCEDURE

1. Students entering high school after completion of the eighth grade are assigned to the ninth grade.
    a. Students are reclassified automatically to the next higher grade with each passing year.
    b. Schools may not reclassify students individually without an exception provided by the Senior Director, Student Accounting.
2. Regular education and special education students who are returning to the high school for a 5th year will be listed as "Grade 13" but will be counted as "Grade 12" students for most reports.
3. CLS students who return to the high school after completing grade 12 will be classified as "UG" or ungraded students.
4. Non-special education students may not be enrolled in a traditional high school after turning 21.
5. Special education students may not be enrolled in a traditional high school after turning 22.
6. For students who meet all requirements for graduation prior to the completion of four years of high school, please refer to Administrative Procedure 6211 Early Graduate.

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.

REVISION HISTORY

Date	Revision	Modification
07/2009	1.0	Adopted as Accepted Practice
02/2012	2.0	Revised
01/03/2014	3.0	Revised: Converted to Administrative Procedure
6/30/2022	4.0	Revised: Updated to reflect age student must be withdrawn from high school.