



# **GRADUATION OPTIONS**

## **DALLAS SCHOOL DISTRICT**

### **Mission:**

**WORKING TOGETHER FOR ALL STUDENTS TO ACHIEVE HIGH LEVELS OF  
LEARNING**

## Documents

- Oregon Graduation Options
- Modified Diploma: Frequently Asked Questions
- Extended Diploma: Frequently Asked Questions
- Alternative Certificate: Frequently asked Questions
- Diploma Option Flowchart
- Course Planning Sheets
- Letter to Parent/Guardian
- Prior Notice and Consent(s) for Alternative High School Diploma

## Oregon Graduation Options

Each student demonstrates the knowledge and skills necessary to transition successfully to his or her next steps: advanced learning, work and citizenship. The Oregon Department of Education has high expectations for all kids, including students with disabilities, to reach their greatest potential. Every student who can possibly meet the requirements will be encouraged to graduate with an Oregon diploma.

	Oregon Diploma	Modified Diploma	Extended Diploma	Alternative Certificate
<b>Effective Date</b>	Class of 2012	On or after July 1, 2009, a district school board or public charter school governing board may only award a modified diploma to a student who meets the <u>eligibility criteria</u> as specified in OAR 581-022-1134(2). Furthermore, all students first enrolled in the 9 <sup>th</sup> grade after July 2007 must meet all the state's criteria for a modified diploma (14)(a); and, for students first enrolled in the 9 <sup>th</sup> grade prior to July 2007 (primarily juniors and seniors), the student's team may decide to award a modified diploma based on the school district's units of credit or the state's units of credit (14)(b).	July 1, 2009	July 1, 2009
<b>Criteria</b>	All Students who have demonstrated the ability to meet the full set of academic content standards.	<p>Students who have demonstrated the inability to meet the full set of academic content standards even with reasonable accommodations but who fulfill all state requirements and all applicable local school district requirements as described in district school board policies or public charter school requirements as described in school policies:</p> <ul style="list-style-type: none"> <li>Have a documented history of an <u>inability to maintain grade level achievement</u> due to significant learning and instructional barriers inherent in the student; or</li> <li>A documented history of a <u>medical condition</u> that creates a barrier to achievement.</li> </ul> <p><b>NOTE:</b> Failure to meet the requirements for an Oregon Diploma does not automatically make the student eligible for a Modified Diploma. Students must meet the full set of eligibility criteria listed above in order to receive a modified diploma.</p>	<p>Students who have demonstrated the inability to meet the full set of academic content standards for a high school diploma with reasonable modifications and accommodations:</p> <ul style="list-style-type: none"> <li>Have a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; <u>or</u></li> <li>Have a documented history of a medical condition that creates a barrier to achievement; and</li> <li>Participate in an alternate assessment beginning no later than grade six and lasting for two or more assessment cycles; <u>or</u></li> <li>Have a serious illness or injury that occurs after grade eight, that changes the student's ability to participate in grade level activities and that results in the student participating in alternate assessments.</li> </ul>	<p>A student who does not satisfy the requirements for a high school diploma, a modified diploma or an extended diploma.</p> <ul style="list-style-type: none"> <li>Student must meet requirements established by the board of the school district;</li> <li><u>OR</u></li> <li>Student must meet requirements established by the board of the public charter school and approved by the sponsor of the charter school.</li> </ul>
<b>Eligible Populations</b>	All Kids: Regular Education Students Special Education Students Students on a Section 504	All Kids: Regular Education Students Special Education Students Students on a Section 504	Only Special Education Students	All Kids: Regular Education Students Special Education Students Students on a Section 504

<b>Credits</b>	<ul style="list-style-type: none"> <li>24 credits</li> <li>Under regular conditions with or without accommodations</li> <li>Credit by proficiency</li> </ul>	<ul style="list-style-type: none"> <li>24 credits</li> <li>Under regular conditions with or without accommodations</li> <li>Under modified conditions</li> <li>Credit by proficiency</li> </ul>	<ul style="list-style-type: none"> <li>12 credits</li> <li>No more than 6 credits earned in a self-contained special education classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Credits determined by School District <u>OR</u></li> <li>Credits determined by the Public Charter School and approved by the sponsor of the charter school.</li> </ul>
<b>Essential Skills</b>	<p>Beginning in 2012, students must demonstrate proficiency in the following Essential Skills with or without accommodations:</p> <ul style="list-style-type: none"> <li>Read and comprehend a variety of text (beginning 2012);</li> <li>Write clearly and accurately; (beginning 2013); and,</li> <li>Apply mathematics in a variety of settings (beginning 2014).</li> </ul>	<p>Beginning in 2012, students must demonstrate proficiency in the following Essential Skills with or without accommodations:</p> <ul style="list-style-type: none"> <li>Read and comprehend a variety of text (beginning 2012);</li> <li>Write clearly and accurately; (beginning 2013); and,</li> <li>Apply mathematics in a variety of settings (beginning 2014).</li> </ul> <p>Districts may make modifications to the assessments for students who seek a modified diploma when the following conditions are met:</p> <p>A. For students on IEPs, any modifications to Work Samples must be consistent with the requirements established in the IEP and any modifications to statewide assessments must be consistent with OAR 581-022-0610 section 4(d).</p> <p>Modifications, as described in OAR 581-022-0610, are changes to the achievement level, construct, or measured outcome of an assessment. This means that IEP or school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard.</p> <p>B. For students not on IEPs, any modifications to Work Samples must have been provided to the students during their instruction in the content area to be assessed; and in the year in which the student is being assessed and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.</p> <p>Students who are not on an IEP or a 504 Plan may not receive a modified OAKS assessment.</p>	Exempt	Exempt
<b>Personalized Learning Requirements</b>	<ul style="list-style-type: none"> <li>Education Plan and Profile</li> <li>Career-Related Learning Experiences</li> <li>Extended Application</li> <li>Career-Related Learning Standards</li> </ul>	<ul style="list-style-type: none"> <li>Education Plan and Profile</li> <li>Career-Related Learning Experiences</li> <li>Extended Application</li> <li>Career-Related Learning Standards</li> </ul>	Exempt	Exempt

# Diploma Options FAQ

This document is organized into seven topic areas:

**General:** Definition and general implementation information

**Eligibility:** Eligibility criteria

**Decision-Making:** Guidelines and procedures

**Modification Decisions:** Modification definition and information

**Credit Requirements:** Credit requirements, definitions, and proficiency levels

**Additional Student Diploma Requirements**

**Post High School Implications:** Impact on Post High School education, training and career options

## GENERAL

### 1. What is a Modified Diploma?

The Modified Diploma is a high school completion document that is substantially similar to the Oregon Diploma. This diploma was adopted by the State Board of Education on December 4, 2009. It may be earned by students who have demonstrated an inability to meet the full set of academic content standards required for the Oregon Diploma, even with reasonable accommodations. To be eligible for the Oregon Modified Diploma, a student must have a "documented history"<sup>1</sup> of an inability to maintain grade level achievement due to significant learning and instructional barriers,<sup>2</sup> or a documented history of a medical condition that creates a barrier to achievement.

### 2. Why would a student earn a Modified Diploma instead of a regular high school diploma?

A student may not be able to meet the full set of academic content standards, even with reasonable accommodations but may be able to fulfill all requirements for the Modified Diploma as described in state, district and school policies. The Oregon Modified Diploma requires 24 units of credit. Credits may be earned through modified courses, regular education courses (with or without accommodations or modifications), or a combination of these two types of courses.

### 3. Will students who receive a Modified Diploma be eligible to apply for federal or state financial aid at a post-secondary institution?

Yes. In 2009, Oregon received guidance from the U.S. Department of Education that indicated that students who earned Oregon's Modified and Extended Diplomas were not eligible for federal financial aid or military service. However, recent guidance from and discussions with the US Department of Education have clarified these eligibility requirements. A student must receive a certificate of graduation from a school providing secondary education, and a high school diploma is the basic

<sup>1</sup>Evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations. OAR 581-022-1134(1)(a)

<sup>2</sup> Significant physical, cognitive or emotional barrier that impairs a student's ability to maintain grade level achievement. OAR 581-022-1134(1)(b)

## Diploma Options FAQ

qualification awarded to students who graduate from a state/private school after completing formal instruction. Based on this information, ODE has determined that the Modified Diploma meets this definition. **Oregon students who receive a Modified Diploma are now eligible to apply for federal financial aid. This extends to students who may have received this diploma in a past year.** Whether it is prudent for an eligible student to seek federal financial aid is a determination that should be made on a case-by-case basis by a student and his or her family in consultation with a financial aid advisor. Factors that should be taken into consideration include the amount of borrowing involved, if any, and the student's expected ability to repay.

Oregon's Modified Diploma was approved by the State Board in 2009. This diploma, in addition to the standard Oregon Diploma, provides avenues for students to demonstrate the knowledge and skills necessary to transition successfully to post-secondary school and work. Oregon has high expectations for all students, including students with disabilities. (OAR 581-022-1130; ORS 329.451)

The Higher Education Act of 1965 provided the opportunity for graduating high school students to receive federal financial assistance for college. As an alternative to having a high school diploma, or its equivalent, a student could establish eligibility for federal financial aid by passing an independently administered 'ability to benefit' test. However, in 2011, Public Law 112-74 eliminated the 'ability to benefit test' and the eligibility for students without a certificate of graduation from a school providing secondary education. A Modified Diploma or Extended Diploma does not guarantee admittance to a post-secondary institution.

Recommendation: Contact the school of interest and ask about entrance requirements, including diploma requirements.

4. **What are the next steps school districts must take to meet the requirements of the Modified Diploma rule?**

School districts must adopt policies and procedures to comply with OAR 581-022-1134. ODE has worked with the Oregon School Boards Association (OSBA) to develop an approved sample policy. ODE, together with the Confederation of Oregon School Administrators (COSA), has prepared an Administrators' Toolkit and an Educators' Toolkit for districts and schools to use in planning and implementing the Oregon Diploma; see [www.ode.state.or.us/teachlearn/real/diploma/toolkits.aspx](http://www.ode.state.or.us/teachlearn/real/diploma/toolkits.aspx).

5. **Can a student earning a Modified Diploma participate in the high school graduation ceremony?**

Yes, a student receiving a Modified Diploma shall be offered the option of participating in the high school graduation ceremony with the members of his or her class receiving a high school diploma.

## Diploma Options FAQ

**6. What else is a school district required to provide for Modified Diploma students?**

School districts must provide age appropriate and developmentally appropriate literacy instruction to all students until the student graduates with a diploma, Modified Diploma, Extended Diploma or alternative certificate. A district may choose to provide literacy instruction after graduation to students with a Modified Diploma who continue to attend school. The determination to provide literacy instruction after graduation to a student may be made by the student's IEP team or other school team.

School districts must ensure that students have access to the appropriate resources to achieve a Modified Diploma at each high school in the school district.

**7. Can school districts call the Modified Diploma something other than a "Modified Diploma"?**

No. The ORS 329.451 states that school districts and public charter schools must offer a Modified Diploma. Furthermore, the Legislature has indicated their intent to have statewide uniformity for high school diplomas.

**8. Does a parent need to be notified annually after grade 5 of the Modified Diploma option if the student is not taking alternate assessment?**

No. Beginning in grade five and then annually, school districts and public charter schools are required to provide information to the parents or guardians of a student taking an alternate assessment of the availability of a Modified Diploma and the requirements for the Modified Diploma.

**9. Does each charter school have to provide all diploma options?**

Yes. Public charter schools must ensure that students have access to the appropriate resources to achieve the Oregon Diploma (OAR 581-022-1130), a Modified Diploma (OAR 581-022-1134), an Extended Diploma (OAR 581-022-1133) and an alternative certificate (OAR 581-022-1135).

### ELIGIBILITY

**10. Is the Modified Diploma only available for special education students?**

No. The Modified Diploma may be awarded to any student who has met the eligibility criteria and completed the state requirements for a Modified Diploma. Examples of students who may qualify for a Modified Diploma include students on IEPs or Section 504 Plans.

**11. Who is eligible to earn a Modified Diploma?**

The Modified Diploma is designed for any student who has:

- A documented history of the inability to maintain grade level achievement due to significant learning and instructional barriers; or,
- A documented history of a medical condition that creates a barrier to achievement.

## Diploma Options FAQ

Students who have demonstrated the inability to meet the full set of academic content standards, even with reasonable modifications and accommodations, and who fulfill all state requirements for the Modified Diploma as stipulated in OAR 581-022-1134 may receive a Modified Diploma.

### 12. What is "documented history?" (Eligibility Criteria)

Documented history is evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

### 13. What is an "instructional barrier?" (Eligibility Criteria)

An instructional barrier is a significant physical, cognitive or emotional barrier that impairs a student's ability to maintain grade level achievement.

### 15. What is an example of an instructional barrier or significant learning barrier?

a) **Instructional Barrier:** Intermittent panic attacks that prevent the student from attending and participating in school on a regular basis and responding to instruction without significant modifications.

b) **Instructional Barrier:** The level of comprehension, either concrete or abstract. A student who functions on a concrete level and is unable to comprehend the abstract would not be able to maintain grade level achievement, particularly in math and science, unless content were presented concretely, even with intense instruction.

c) **Significant Learning Barrier:** A specific learning disability in math that would not allow the student to succeed beyond a certain grade level even with a variety of accommodations and modifications and intense instructional opportunities.

### 15. Who is NOT eligible to earn a Modified Diploma?

Students who are currently engaged in the use of illegal drugs or alcohol are excluded from consideration if the significant learning and instructional barriers are due to the use of illegal drugs or alcohol.

### 16. Can a student who graduates with a Modified Diploma continue public education to age 21?

Yes. If a student is on an IEP and graduates with a Modified Diploma, the student remains entitled to a Free Appropriate Public Education (FAPE) through the age of 21.

If a student is not on an IEP and graduates with a Modified Diploma, the school district must admit the student through the age of 19 or until the student receives a regular diploma. A person whose 19th birthday occurs during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year. A district may admit an otherwise eligible person who is not receiving special education and who has not attained 21 years of age prior to the



## Diploma Options FAQ

beginning of the current school year if the person is shown to be in need of additional education in order to receive the Oregon Diploma. (ORS 339.115)

17. Does a regular education student who can't pass the Oregon Assessment of Knowledge and Skills (OAKS) test demonstrate proficiency in certain essential skills through an approved local option, automatically become eligible for a Modified Diploma?

No. Failure to meet the requirements for a regular high school diploma does not automatically make the student eligible for a Modified Diploma. Students must meet the full set of eligibility criteria in order to receive a Modified Diploma, including having a documented history of the inability to maintain grade level achievement due to significant learning and instructional barriers, or a documented history of a medical condition that creates a barrier to achievement.

### DECISION-MAKING

18. Who determines if a student is eligible for a regular diploma, Modified Diploma, Extended Diploma or an alternative certificate?

The student's school team decides if a student will work toward obtaining a regular diploma, Modified Diploma, Extended Diploma or an alternative certificate. The team membership is determined by a school district or public charter school, should include the student and must include a parent or guardian. In the case of students receiving special education services at a public charter school, the student's resident school district shall determine the team for that student. Typically the team for a special education student will include IEP team members.

19. Does a school district need parental permission to award a Modified Diploma?

A school district may award a Modified Diploma to a student only upon the written consent of the parent or guardian of the student during the school year in which the Modified Diploma is awarded. If a student is emancipated or has reached the age of 18, the school district does not need the written consent of the parent or guardian.

The school district should document the receipt of written consent and place the consent in the student's file.

20. Can a school team change the diploma decision for a student in their junior or senior year?

A student's school team may formally decide to revise a Modified Diploma decision. In addition, if the documented history of the student changes when the student is within 2 years of his or her anticipated exit from high school, the student's school team may decide to allow a student to work towards a Modified Diploma, even if the student had previously been working toward another diploma option.

21. How will students or parents know that high school coursework has been modified?

## Diploma Options FAQ

Both the student and parent must be notified if high school courses have been modified and a school district or public charter school must provide a transcript which clearly identifies modified courses that count toward a Modified Diploma.

### MODIFICATION DECISIONS

**22. What is a modified curriculum?**

The level of modification is determined by the school district. Modifications are made to assist students in meeting academic standards. For one student, it may mean algebra with modifications that would allow the student to meet part of the algebra standards. For another student, it may mean completing all the requirements for a consumer math course or completing a basic math course on the 6<sup>th</sup> grade level. The purpose is to push the student to work towards his or her potential, while providing any accommodations and/or modifications required.

**23. Must all the courses be modified for a Modified Diploma?**

No. Students may earn units of credit through regular education courses (with or without accommodations), modified courses or a combination of regular and modified courses. When one or more courses that contain substantial academic content are modified, those courses may count toward a Modified Diploma but do not count toward a regular diploma.

**24. Do all modified courses have to be taught by highly qualified teachers?**

According to the Elementary and Secondary Education Act (ESEA), a teacher who does not teach a core academic subject is not required to meet the requirements specified in ESEA. Core academic subjects include reading, and language arts, mathematics, sciences, foreign languages, civics and government, economics, arts (visual arts, music and drama), history, and geography. The same is true under IDEA.

### CREDIT REQUIREMENTS

**25. Is there a specific level of proficiency in math the student needs to acquire or just the required number of credits?**

For the Modified Diploma, the student would not have to reach a specific level of proficiency. Credit could be earned in such courses as consumer math, business math or basic math. Credit could also be earned in courses at a higher level of proficiency, but with significant modifications.

**26. What are the graduation requirements for students receiving a Modified Diploma?**

Students are required to earn 24 units of credit and complete the Personalized Learning Requirements (as described in OAR 581-022-1134), and demonstrate proficiency in the required Essential Skills (as described in OAR 581-022-0615).

## Diploma Options FAQ

### 27. How do the credit requirements vary for the Modified Diploma as compared to the Oregon Diploma?

See the chart below. For a Modified Diploma, adjustments may be made to the distribution of credit, but the total cannot exceed 24 units of credit.

Academic Subject	Credits Required for Graduation with the Modified Diploma	Credits Required for Graduation with the Oregon Diploma
English/Language Arts	3 <sup>3</sup>	4
Mathematics	2	3
Science	2	3
Social Sciences <sup>4</sup>	2	3
Physical Education	1	1
Health	1	1
Second Languages/ The Arts/Career and Technical Education (CTE) <sup>5</sup>	1	3
Electives <sup>6</sup>	12	6
<b>TOTAL CREDITS</b>	<b>24</b>	<b>24</b>

### 28. What is "Career Development," which is included in the list of 12 remaining credits to be earned for the Modified Diploma?

Career Development as used in the Modified Diploma rule aligns with OAR 581-022-1510 *Comprehensive Guidance and Counseling*. Career Development could be any coursework, including working in a career center or other career exploration work that would assist the student in preparing for the career of his/her choice. For a student with disabilities, career development would include transition services and the course of study the student would pursue in order to achieve his or her post secondary goal.

### 29. What is "Additional Core" which is included in the list of 12 remaining credits to be earned for a Modified Diploma?

<sup>3</sup> Students shall have access to literacy instruction until the completion of school.

<sup>4</sup> Social Sciences may include history, civics, geography and economics (including personal finance).

<sup>5</sup> Second Languages/The Arts/Career and Technical Education (CTE) units may be earned in any one or a combination of courses.

<sup>6</sup> School districts and public charter schools shall be flexible in awarding the remaining 12 units of credit. The credits must meet the needs of the individual student as specified in the education plan of the student with the expectations and standards aligned to the appropriate grade level academic content standards. These credits may include: (A) Additional core credits; (B) Career and Technical Education; (C) Electives; and (D) Career development.

## Diploma Options FAQ

Additional core are classes in English/Language Arts, Mathematics, Science, and Social Sciences.

30. Can we apply credits of Co-Operative Work Experience done during the summer towards the 12 Elective Credits for a student on a Modified Diploma? If the school district's policy is to use credits earned in the summer toward diplomas, then the school district may apply the credits of Co-Operative Work Experience toward the Modified Diploma. The OARs do not state when the student may earn the credits; local policy may determine when credits may be earned.

31. What is the "minimum" number of modified courses that a student can take that would still qualify the student to earn a standard diploma. A student may take as many modified courses as he/she wants or needs; however, modified courses cannot be used as one of the 24 units of credit for the standard diploma. Only those courses taken under standard conditions, without modifications, can be counted toward the standard diploma. For example, the student may take algebra for the first time in his/her freshman year under modified conditions and the course does not count toward a standard diploma. However, the student may retake the course under standard conditions, without any modifications, and only the second algebra course would count toward a regular diploma. NOTE: Taking the original algebra course with modifications does not automatically require a student to work toward a Modified Diploma. If a student has successfully completed the requirements for the regular diploma, the school district must award the regular diploma to the student.

### ADDITIONAL STUDENT REQUIREMENTS

32. Do students earning the Modified Diploma have to meet the other requirements in the Oregon Diploma?

Yes. Each student is expected to:

- 1) Develop an **education plan** and build an **education profile**;
- 2) Be aware of the option to earn **credit for proficiency**;
- 3) Build a collection of evidence (or include evidence in an existing collection) to demonstrate **extended application** of the standards; and,
- 4) Demonstrate proficiency in essential skills before they are awarded the diploma (OAR 581-022-0615).

33. What is the relationship or difference between an "Education Plan" and an Individual Education Plan (IEP)?

The language in the adopted OAR 581-022-1134 *Modified Diploma* mirrors the language in OAR 581-022-1130 *Diploma Requirements* for a regular diploma. Section (9) of the OAR for a Modified Diploma reads: "Each student shall develop an education plan and build an education profile as provided under OAR 581-022-1130." For special education students, the IEP could serve as the education plan if it meets the criteria in OAR 581-022-1130.

## Diploma Options FAQ

### 34. What are the required Essential Skills?

The required Essential Skills require a student to demonstrate proficiency in the areas of Reading, Writing, and Mathematics. All associated requirements apply to students receiving a Modified Diploma.

### 35. Are modifications allowed in demonstration of the Essential Skills?

Yes. See below for modification options.

For students on IEPs or 504 Plans:

School districts and public charter schools may administer modified work samples or OAKS assessments consistent with the requirements of the student's IEP or 504 Plan. When modifying an OAKS assessment, the school district or public charter school must also ensure that the modifications are in compliance with section 4(d) of OAR 581-022-0610: Administration of State Tests. Modified OAKS assessments will remain invalid for purposes of school and district accountability.

For students who are not on an IEP or a 504 Plan:

School districts and public charter schools may only administer modifications to work samples that are consistent with the modifications the student has received during instruction. Students must have received those same modifications during instruction in the content area to be assessed and in the year in which the work sample is administered. These modifications must be approved in advance by the student's school team responsible for monitoring the student's progress. **Students who are not on an IEP or a 504 Plan may not receive a modified OAKS assessment.**

### 36. May modified OAKS assessments be used for accountability purposes?

No. Although modified OAKS assessments may be used to fulfill the Essential Skills requirement by students seeking a Modified Diploma, these modified assessments are still considered invalid for school and district accountability purposes (i.e., participation and performance). All of the implications associated with modifying assessments and curricula for the purpose of obtaining a Modified Diploma should be made clear to parents and decision-makers.

The federal financial aid determination does not impact cohort graduation rate reporting. The only students who will count as graduates in the four- and five-year cohort graduation rates are those who receive a regular Oregon diploma. While extended and modified diplomas are state issued diplomas (the requirement for federal aid) they are not considered regular high school diplomas and therefore do not count as graduates in Oregon's cohort graduation rate calculation. Students who receive a modified or extended diploma will continue to count as completers in Oregon's graduation reports.

### 37. For modified assessments, can districts adjust the cut score needed to pass OAKS or the level of rigor needed for a successful work sample?

## Diploma Options FAQ

Yes. Modifications, as described in OAR 581-022-0610, are changes to the achievement level, construct, or measured outcome of an assessment. This means that the IEP team or school team responsible for approving modifications for a student's assessment may adjust the administration of the assessment and or the assessment's achievement standard. For example, an IEP team could decide that successful demonstration would be a 220 on the OAKS Reading instead of the regular "meets" cut score of a 236, or require a student to get a minimum score of 9 on each work sample as opposed to the minimum of 12 for a regular work sample.

### IMPLICATIONS

**38. Will the Modified Diploma be accepted by four-year universities or community colleges?**

The Modified Diploma is substantially similar to the Oregon Diploma, but conferment of the Modified Diploma does not guarantee admittance to a post-secondary institution.

**39. Will the Modified Diploma be accepted by the military?**

Some branches of the military may accept a Modified Diploma. Acceptance depends on the current needs of the military; however, criteria may change quickly. Students and their parents should check with recruiters to determine if a Modified Diploma is currently being accepted. All branches of the service have minimum scores required for entry on a placement test called the Armed Services Vocational Aptitude Battery (ASVAB).

**40. Are students who receive an Extended Diploma eligible for federal financial aid?**

No. As described in Question 3, a diploma must be the "recognized equivalent of a high school diploma or be substantially similar" in order for a student to be eligible to apply for federal financial aid. The Oregon Department of Education has determined that the Extended Diploma does not meet this requirement. The Extended Diploma requires completion of only 12 credits and the student can be exempted from the essential skills requirement.

**41. Where can I find more information about the Modified Diploma?**

More information about the Modified Diploma may be found at <http://www.ode.state.or.us/search/page/?id=2047> or contact Sally Simich at (503)947-5639 or email [sally.simich@state.or.us](mailto:sally.simich@state.or.us). Also refer to Executive Numbered Memorandum 008-2013-14, Modified and Extended Diplomas – Clarification Regarding Federal Financial Aid, <http://www.ode.state.or.us/news/announcements//announcement.aspx?ID=9806&TypeID=4>

## Extended Diploma Frequently Asked Questions (FAQ)

### 1. What is an Extended Diploma?

An extended diploma is a high school completion of document that may be earned by students with an Individualized Plan (IEP) who have demonstrated an inability to meet the full set of academic content standards required for a standard or modified high school diploma, even with reasonable accommodations.

### 2. Why would students earn an Extended Diploma instead of a standard or modified high school diploma?

Students may not be able to meet the full set of academic content standards, even with reasonable accommodations and modifications, but may be able to fulfill all requirements for an extended diploma. The Extended Diploma requires 12 units of credit, 6 of which may be earned in a self-contained, special education classroom.

### 3. Can students earning an Extended Diploma participate in the high school graduation ceremony?

Yes, students receiving an extended diploma SHALL be offered the option of participation in the high school graduation ceremony with the members of their class.

### 4. Can school districts call the Extended Diploma something other than an 'extended diploma'?

No. The Legislature has indicated their intent to have statewide uniformity for high school diplomas.

### 5. Do parents need to be notified annually of the Extended Diploma option?

Yes, the District is required to provide information annually to the parents or guardians of a student taking an alternative assessment of the availability and requirements for the extended diploma, beginning in grade 5.

### 6. Who is eligible to earn an Extended Diploma?

The extended diploma may be awarded to any student on an IEP who has demonstrated the inability to meet the full set of academic content standards, even with reasonable modifications and accommodations, *and*:

- Documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or
- Documented history of a medical condition that creates a barrier to achievement, *and*:
- A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade 8.



**7. What is 'documented history?'**

Documented history is evidence in the student educational record, IEP, and/or 504 Plan that the student demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

**8. What is an 'instructional barrier?'**

An instructional barrier is a significant physical, cognitive or emotional barrier that impairs a student's ability to maintain grade level achievement.

**9. Who is NOT eligible to earn an Extended Diploma?**

Students who are not eligible for special education services are not eligible for an extended diploma.

**10. Can students who graduate with an Extended Diploma continue public education to age 21?**

Students graduating with an extended diploma remain entitled to a Free Appropriate Public Education (FAPE) through the age of 21.

**11. Who determines if students are eligible for an Extended Diploma?**

The IEP team determines if the student will work toward obtaining an extended diploma.

**12. Does a school district need parental permission to award an Extended Diploma?**

Written parental consent is required during the school year in which the extended diploma is awarded. Written parental consent is not required for students who are emancipated or have reached the age of 18 at the time the extended diploma is awarded.

**13. Can the IEP team change the diploma decision for students in their junior or senior year?**

The IEP team may select or revise an extended diploma decision at any time.

**14. Must all courses be modified for an extended?**

Students may earn units of credit through general education courses (with or without accommodations) and/or modified courses. When one or more courses contain substantial academic content that has been modified, those courses may count toward an extended or modified diploma, but do not count toward a standard diploma.

**15. What is modified curriculum?**

Modified curriculum refers to coursework that had been systematically changed or altered for students only after reasonable alternative instructional strategies are exhausted. Modifications are made to assist students in meeting academic standards and are determined by the District through course statements or the IEP Team.

**16. What are the graduation requirements for students receiving an Extended Diploma?**

Students are required to earn 12 units of credit:

- 6 or more credits in a general education setting
- 6 or less credits earned in a self-contained special education classroom
  - Math (2)
  - Science (2)
  - PE (1)
  - English/Language Arts (2)
  - Social Studies (3)
  - Health (1)
  - Second Languages, Arts, or Career and technical Education (1)
  - Electives (0)

**17. May students earn elective credits for work experience completed during the summer?**  
If the work experience fulfills District requirements, credit(s) may be awarded.

**18. Will the Extended Diploma be accepted by community colleges or four-year universities?**  
All new, non-transferred freshmen are required to take a placement exam that indicates course levels required in reading, language arts (comprehension and writing) and mathematics. Community Colleges offer remedial courses that do not count toward college credit. Four-year universities do not accept an extended diploma.

**19. Will students who receive an Extended Diploma be eligible for federal financial aid?**  
No. In order for a diploma to be eligible to apply for federal financial aid, it must be 'the recognized equivalent of a high school diploma' or 'substantially similar'. With this specific clarification, Oregon Department of Education has determined that the Extended Diploma does not meet this requirement.

**20. Will the Extended Diploma be accepted by the military?**  
The military does not accept an Extended Diploma.

**21. Where can I find more information about the Extended Diploma?**  
More information about the Extended Diploma may be found at <http://www.ode.state.or.us/search/page/?id=2047>.

## Certificate of Attainment Frequently Asked Questions (FAQ)

### 1. What is a Certificate of Attainment?

A Certificate of Attainment is a high school completion document that may be earned by students who do not satisfy the requirements for a standard, modified or extended high school diploma.

### 2. Why would students earn a Certificate of Attainment instead of a standard or modified or extended high school diploma?

Students may not be able to meet the full set of academic content standards for any diploma options.

### 3. Can students earning a Certificate of Attainment participate in the high school graduation ceremony?

Yes, students receiving a Certificate of Attainment SHALL be offered the option of participation in the high school graduation ceremony with the members of their class.

### 4. Can school districts call the Certificate of Attainment something other than a 'Certificate of Attainment'?

Yes. Districts may elect to use a different name for this completion options.

### 5. Do parents need to be notified annually of the Certificate of Attainment option?

Yes, the District is required to provide information annually to the parents or guardians of a student taking an alternative assessment of the availability and requirements for the Certificate of Attainment, beginning in grade 5.

### 6. Who is eligible to earn a Certificate of Attainment?

Students unable to meet the full set of academic content standards for any of the other diploma options may be eligible for a Certificate of Attainment.

### 7. Can students who graduate with a Certificate of Attainment continue public education to age 21?

- For students not on an IEP and graduating with a Certificate of Attainment, the school district must admit and allow the student to pursue a standard diploma through the age of 19.
- For students on an IEP and graduating with a Certificate of Attainment, the student remains entitled to a Free Appropriate Public Education (FAPE) through the age of 21.

### 8. Who determines if students are eligible for Certificate of Attainment?

- For students not on an IEP, a school team determines if the student will work toward a Certificate of Attainment. The team should include the student and must include the parent or guardian.

- For students on an IEP, the IEP team determines if the student will work toward obtaining a Certificate of Attainment.

**9. Does a school district need parent permission to award a Certificate of Attainment?**

Written parental consent is required during the school year in which the Certificate of Attainment is awarded. Written parental consent is not required for students who are emancipated or have reached the age of 18 at the time the Certificate of Attainment is awarded.

**10. Can school teams change the certificate decision for students in their junior or senior year?**

A school or IEP team may select or revise a Certificate of Attainment decision at any time.

**11. Must all the courses be modified for a Certificate of Attainment?**

While credits are not required for the Certificate of Attainment, students may earn units of credit through general education courses (with or without accommodations) and/or modified courses.

**12. What is modified curriculum?**

Modified curriculum refers to coursework that has been systematically changed or altered for students only after reasonable alternative instructional strategies are exhausted. Modifications are made to assist students in meeting academic standards and are determined by the District through course statements or the student's Team.

**13. What are the graduation requirements for students receiving a Certificate of Attainment?**

Credits are not required for the Certificate of Attainment. Student graduation plans are determined by the student's school, IEP or 504 Plan Team.

**14. May students earn elective credits for work experience completed during the summer?**

If the work experience fulfills the District requirements, credit(s) may be awarded.

**15. Will the Certificate of Attainment be accepted by community colleges or four-year universities?**

All new, non-transfer freshmen are required to take a placement exam that indicates course levels required in reading, language arts (comprehension and writing) and mathematics. Community colleges offer remedial courses that do not count toward college credit. Four year universities do not accept a Certificate of Attainment.

**16. Will the Certificate of Attainment be accepted by the military?**

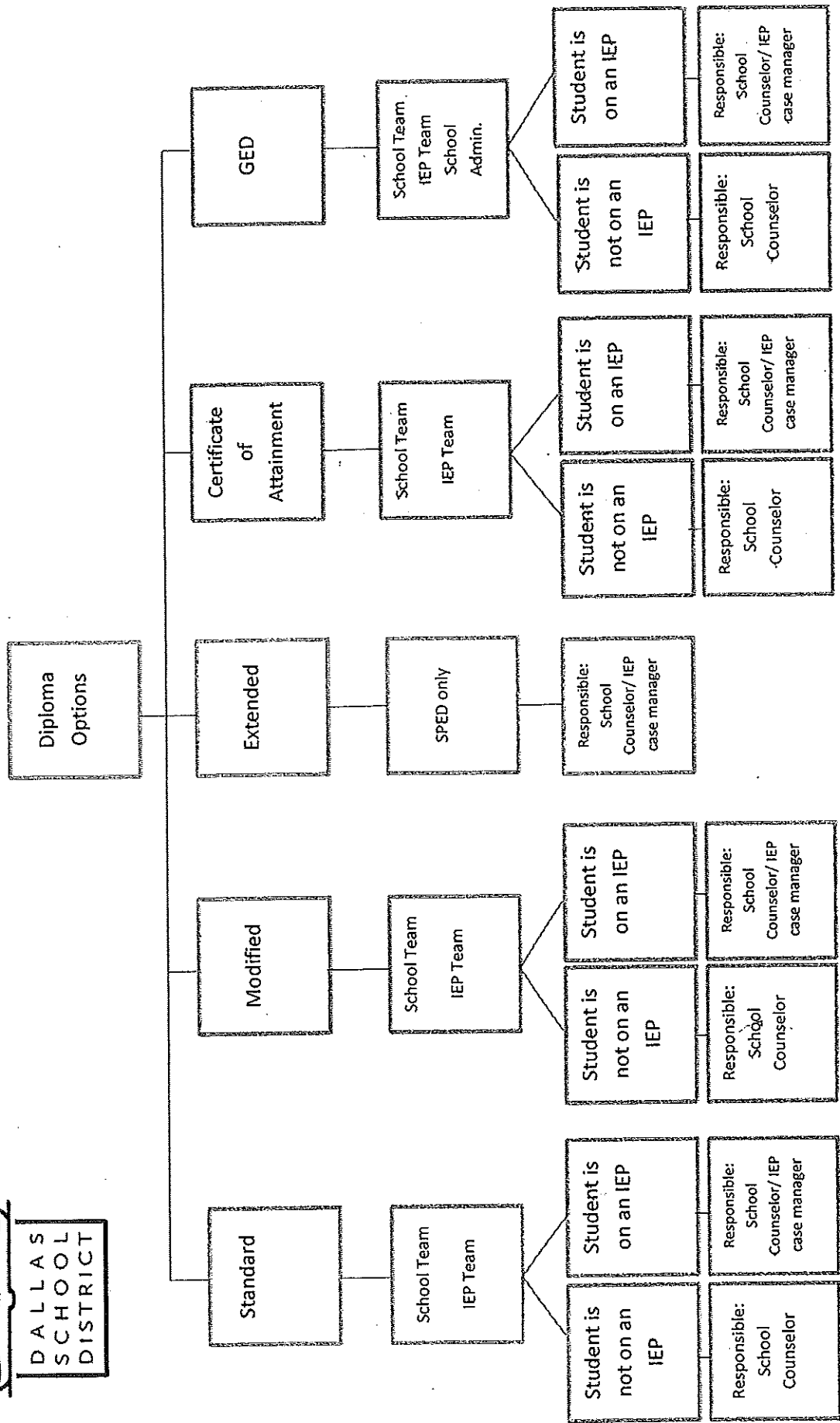
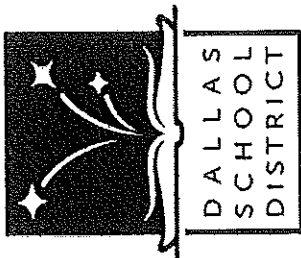
The military does not accept the Certificate of Attainment.

**17. Where can I find more information about the Certificate of Attainment?**

More information about the Certificate of Attainment may be found at <http://www.ode.state.or.us/search/page/?id=2047>.

# Dallas School District

## High School Completion Document Options



# Course Planning Sheet

## Graduation Year

For planning purposes only, not an official transcript

Student Name:	Date:
Student ID Number:	Completed By:

PE	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 1 Credits					
Modified: 1 Credits					
Extended: 1 Credits*					
C of A: Participation					
Totals	0.00	0.00			

Health	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 1 Credits					
Modified: 1 Credits					
Extended: 1 Credits*					
C of A: Participation					
Totals	0.00	0.00			

2nd Lang/Arts/ Career/Tech	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 1 Credits					
Modified: 1 Credits					
Extended: 1 Credits*					
C of A: Participation					
Totals	0.00	0.00			

Electives	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 9 Credits					
Modified: 12 Credits					
Extended: 0 Credits					
Totals	0.00	0.00			

### Diploma Credit Requirements

Standard: 24 Credits  
Modified: 24 Credits  
Extended: 12 Credits\*

\* For an Extended Diploma 6 or more credits in general education or community setting, 6 or fewer in a self-contained setting

Cumulative Totals	0.00
-------------------	------

# Course Planning Sheet

Graduation Year

For planning purposes only, not an official transcript

Student Name:	
Student ID Number:	
Diploma Option:	
Date:	
Completed By:	
Next Review Date:	

Math:	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 3 Credits					
Modified: 2 Credits					
Extended: 2 Credits*					
C of A: Participation					
Totals	0.00	0.00			

Science	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 2 Credits					
Modified: 2 Credits					
Extended: 2 Credits*					
C of A: Participation					
Totals	0.00	0.00			

English	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 4 Credits					
Modified: 3 Credits					
Extended: 2 Credits*					
C of A: Participation					
Totals	0.00	0.00			

Social Studies	Standard Credit	Modified Credit	Semester	Year	Specific Courses
Diploma Option					
Standard: 3 Credits					
Modified: 3 Credits					
Extended: 2 Credits*					
C of A: Participation					
Totals	0.00	0.00			



## DIPLOMA OPTIONS LETTER – GRADES 5-11

Student: \_\_\_\_\_

Date: \_\_\_\_\_

Dear Parent or Guardian,

According to Oregon Administrative and District Policy, the school district is providing you notice of high school diploma options at Dallas Public Schools. This notice will be provided to you annually as long as your student is taking state alternative assessments.

*Beginning in grade five, school districts shall annually provide information to the parents or guardians of a student taking an alternate assessment of the availability of a modified diploma, extended diploma, and alternative certificate and the requirements for each.*

*School districts shall ensure that students have access to the appropriate resources to achieve a modified diploma, extended diploma, or certificate of attainment at each high school in the school district or at the public charter school.*

*A school district may award a modified or extended diploma to a student only upon the consent of the parent or guardian of the student. A district or school must receive the consent in writing and during the school year in which the modified or extended diploma is awarded. The requirement for obtaining the consent of a student's parent or guardian does not apply to a student who is emancipated or has reached the age of majority of 18 years of age or older at the time modified or extended diploma is awarded.*

Should you have any questions regarding high school diploma options and requirements, do not hesitate to contact your student's case manager.

Please sign below indicating that you have been notified of the diploma options available. A copy will be delivered to you.

I have received notification of the district's high school diploma options available for our student.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date





Estudiante \_\_\_\_\_

Fecha \_\_\_\_\_

Estimado Padre o Guarda,

De acuerdo de las políticas Administrada de Oregon y del Distrito, la escuela le esta previendo una noticia de las opciones de un diploma de las Escuelas Públicas de Dallas. Esta noticia será proveída anualmente cuando su estudiante está tomando las evaluaciones alternativas del estado.

Empezando en quinto grado, distritos escolares tienen que proveer información a los padres o guardas de un estudiante tomando evaluaciones alternativas de la disponibilidad de un diploma modificada, diploma extendido, y certificado alternativo y las necesidades anualmente.

Distritos escolares tienen que asegurar que los estudiantes tienen acceso a los recursos apropiados para lograr un diploma modificado, diploma extendido, o certificado de logro en cada escuela secundaria en el distrito o en la Escuela Estatuto Publico.

Un distrito escolar puede conceder un diploma modificado o extendido a un estudiante solamente con el consentimiento del padre o guarda del estudiante. Un distrito o escuela tiene que recibir el consentimiento escrito y durante el año escolar cuando el diploma modificado o extendido será concedido. El requisito de obtener el consentimiento del padre o guarda del estudiante no aplica a un estudiante que esta emancipado o tiene la edad de mayoría de 18 años o más a tiempo que el diploma modificado o extendido será conocido.

Si usted tiene cualquier pregunta de las opciones del diploma de la escuela secundaria y requisitos, no dude de ponerse en contacto con el director del caso de su estudiante.

Por favor de firmar abajo indicando que usted ya fue notificada de las opciones de diploma disponible. Una copia será entregada a usted.

Yo he recibido notificación de las opciones de diploma de la escuela secundaria del distrito disponible a nuestros estudiantes.

\_\_\_\_\_  
Firma del Padre

\_\_\_\_\_  
Fecha



## Dallas School District

### Prior Notice and Consent for Alternative High School Diploma

Dear: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_ has earned the required credit for coursework towards one of the following diploma options marked below as according to state and district policies and procedures.

<input type="checkbox"/> Modified Diploma	<b>24 Credits</b> <input type="checkbox"/> English: 3 credits <input type="checkbox"/> Science: 2 credits <input type="checkbox"/> Health: 1 credit <input type="checkbox"/> Careers Technical Education: 1 credit <input type="checkbox"/> Math: 2 credits <input type="checkbox"/> PE: 1 credit <input type="checkbox"/> Social Sciences: 2 credits (+12 elective credits)
<input type="checkbox"/> Extended Diploma	<b>12 Credits</b> <input type="checkbox"/> English: 2 credits <input type="checkbox"/> Science: 2 credits <input type="checkbox"/> Health 1 credit <input type="checkbox"/> Arts/Second Language: 1 credit Credits earned in a self-contained classroom have been checked <input type="checkbox"/> Math: 2 credits <input type="checkbox"/> Social Sciences: 3 credits <input type="checkbox"/> PE: 1 credit

This proposal is based on the following:

Other options considered were:

We decided against these options because:

Any other factors considered by the team:

Sincerely, \_\_\_\_\_

Name/Title

Phone

#### Consent for the Award of Alternate High School Diploma in less than 4 years

##### We request your consent because:

A school district may award a modified or extended diploma to a student only upon the consent of the parent or guardian of the student. A district or school must receive the consent in writing and during the school year in which the modified or extended diploma is awarded. The requirement for obtaining the consent of a student's parent or guardian does not apply to a student who is emancipated or has reached the age of majority of 18 years or older at the time the modified or extended diploma is awarded.

- ☐ I give my consent for the school district to award the diploma indicated above. I understand that my student fulfilled the requirements in under 4 years and my consent is voluntary.
- ☐ I refuse consent for the school district to award the diploma option indicated above.

Signature (Parent/Guardian/Surrogate Parent)

Date (mm/dd/yyyy)

Parents of a child with a disability have protection under the Procedural Safeguards. For a copy of the Procedural Safeguards or assistance understanding this information, please contact the person named above.

- ☐ A copy of the Procedural Safeguards has been given to the parent.



## Dallas School District

### Prior Notice and Consent for Alternative High School Diploma—less than 4 years

Dear: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ ID#: \_\_\_\_\_ has earned the required credit for coursework towards one of the following diploma options marked below as according to state and district policies and procedures.

<input type="checkbox"/> Modified Diploma	<b>24 Credits</b> <input type="checkbox"/> English: 3 credits <input type="checkbox"/> Science: 2 credits <input type="checkbox"/> Health: 1 credit <input type="checkbox"/> Careers Technical Education: 1 credit <input type="checkbox"/> Math: 2 credits <input type="checkbox"/> PE: 1 credit <input type="checkbox"/> Social Sciences: 2 credits (+12 elective credits)
<input type="checkbox"/> Extended Diploma	<b>12 Credits</b> <input type="checkbox"/> English: 2 credits <input type="checkbox"/> Science: 2 credits <input type="checkbox"/> Health 1 credit <input type="checkbox"/> Arts/Second Language: 1 credit Credits earned in a self-contained classroom have been checked <input type="checkbox"/> Math: 2 credits <input type="checkbox"/> Social Sciences: 3 credits <input type="checkbox"/> PE: 1 credit

This proposal is based on the following:

Other options considered were:

We decided against these options because:

Any other factors considered by the team:

Sincerely, \_\_\_\_\_

Name/Title

Phone

#### Consent for the Award of Alternate High School Diploma in less than 4 years

##### We request your consent because:

A school district may award a modified or extended diploma to a student only upon the consent of the parent or guardian of the student. A district or school must receive the consent in writing and during the school year in which the modified or extended diploma is awarded. The requirement for obtaining the consent of a student's parent or guardian does not apply to a student who is emancipated or has reached the age of majority of 18 years or older at the time the modified or extended diploma is awarded. Your student has completed the requirements in less than 4 years of high school (or age 21) and will graduate early with an alternate diploma as described above.

- ☐ I give my consent for the school district to award the diploma indicated above. I understand that my student fulfilled the requirements in under 4 years and my consent is voluntary.
- ☐ I refuse consent for the school district to award the diploma option indicated above.

Signature (Parent/Guardian/Surrogate Parent)

Date (mm/dd/yyyy)

Parents of a child with a disability have protection under the Procedural Safeguards. For a copy of the Procedural Safeguards or assistance understanding this information, please contact the person named above.

- ☐ A copy of the Procedural Safeguards has been given to the parent.

