**PARTIAL CREDIT**

A student will receive partial credit for the successful completion of one semester of a year long elective course. The student should utilize the same process as required for any drop situation including the signature of a parent/guardian and communication with counselor and teacher. Required yearlong courses such as Algebra must be completed in full unless the instructor has requested recommendation for partial credit.

**INCOMPLETE WORK**

Students are expected to complete the workduring the quarter as assigned by the teacher. All teacher requests for “I” (incomplete) must be submitted in writing to the principal. Course grades of an "I" (incomplete) will change to an "F" (Fail) after 5 school work days at the end of each quarter. The Principal may review special circumstances.

**G.P.A. SYSTEM**

The calculation of G.P.A.’s will be based on 4.00 system. The system is as follows:

 A 4.00 C+ 2.33

 A- 3.67 C 2.00

 B+ 3.33 C- 1.67

 B 3.00 D+ 1.33

 B- 2.67 D 1.00

 D- 0.67

**HONOR ROLL**

"A" honor roll - Students qualify by having a grade point average of 3.666 to 4.000

"B" honor roll - Students qualify by having a grade point average of 3.000 to 3.665

The honor roll will be calculated on the last day of the grading period. Students who have U’s and/or F's on their report card will not be eligible for the honor roll. The honor roll will be amended only in cases in which a medical or family emergency kept a student from completing assigned course work or tests. This is at the principal's discretion.

**ACADEMIC LETTERING**

A student achieving the qualifying G.P.A. will receive a school letter the same as that given for athletics. The only difference is that the medal insignia reads "Academics." If a student has already received an athletic letter, he/she would not get a second letter but they would receive the academic insignia to put on their letter.

**Academic Lettering Criteria**

The students cumulative G.P.A. shall be the sole criteria used.

Grade 9 3.80

Grade 10 3.60

Grade 11 3.40

Grade 12 3.25

**PROGRESS TOWARDS GRADUATION**

Students must be making progress toward graduation in order to remain a student in good standing at Holdingford High School. The counselor or the high school principal will notify students who are not making progress toward graduation. The counselor or the high school principal will inform the student and his/her parents of the options available to allow the student to remain in good standing with the school.

**GRADUATION AND CLASS RANK INFORMATION**

Course work in grades 9 -12 is used in determining class rank and in meeting graduation requirements. A student must attend Holdingford High School for a minimum of one semester of their senior year in order to participate in the graduation ceremony and receive a Holdingford High School diploma. A student must earn the majority of their credits in our building to qualify for rank and honor student status. A student may earn a Holdingford High School diploma by transferring courses in from accredited correspondence schools, but cannot be considered for Honor student status if they have not been attending Holdingford High School full time. (Students enrolled in PSEO courses are considered to be regular full time students at HHS). A student earning more than 12 credits in a non-credited home school will not be included in class rank upon entering Holdingford High School. The total number of credits needed to graduate 23.5 for the class of 2017-2018 (2019 – 24 credit, 2020 – 25 credits) which must include the 13.5 required credits. A yearlong class is equal to one credit and a semester class is equal to l/2 credit.

The class “Top 10” will be calculated after semester 1 of their senior year. Students in the Top 10 may not have any Incompletes or Failures.

* Honor student will be 3.66 to 3.74 with no “modified” classes, incompletes or failures.
* High honor student will be 3.75 and higher with no “modified” classes, incompletes or failures.

High honor and honor student status will be determined two school days before graduation day**.** If a senior (grade 12) student is short one half credit or less to graduate and has a documented plan in place to complete the 1/2 credit, approved by the principal, they may participate in the graduation ceremony. The list of students eligible for participation in the graduation ceremony will be finalized 2 school hours before graduation practice. If a student has more than 1/2 credit to complete, he/she is ineligible to participate in the graduation ceremony. All financial, discipline, and academic obligations must be met in order for the student to participate in graduation ceremonies.