

Provo City School District
Policy Series 4000: Curriculum, Instruction & Assessment



4410 P6

Graduation: Exchange Students: Certificates of Participation and High School Diplomas

Foreign exchange students with F1 visas provide a diverse learning environment and enhance the experience of students in our schools. Each year we welcome students from around the globe who are seeking a cultural experience in an American high school, as well as those who may be seeking a high school diploma.

Certificates of Participation

Foreign exchange students that attend a district high school for only one year (F1) may receive a Certificate of Participation at the completion of the school year and may be afforded the opportunity to participate in the school's Commencement Ceremony.

High School Diploma

Foreign exchange students (F1 and J1) that attend a district high school seeking a high school diploma must complete all credit requirements as dictated by the Utah State Board of Education and the Provo City School District Board. Students may submit a foreign high school transcript for evaluation to transfer credits previously completed. When evaluating an exchange student's potential progress towards earning a high school diploma, schools shall adhere to the *Graduation Courses and Credits* section outlined in Procedure 4410 P1 and *Current Courses Meeting the Criteria for Graduation Requirements* in Procedure 4410 P3. In addition, the following guidance is provided:

1. Students may receive no more than 1.0 credit for an advanced world language in place of 12th grade ELA. This will permit foreign exchange students to receive no more than 1.0 for their native language. The other 3.0 credits must come from ELA courses.
2. Students may NOT receive ELA credit for any ESL course, whether completed in a district school or in an exchange student's home country. Courses that are titled as English on a foreign transcript are typically ESL and may not count towards the ELA requirement for a diploma unless a syllabus is provided demonstrating that the course meets state learning standards for ELA. This applies to all students enrolled in ESL.
3. In accordance with federal guidelines, F1 and J1 students do not qualify for ESL or Special Education services and should not be enrolled in these courses.
4. Students must complete 1.0 credit in US History and 0.5 credit in US Government.
5. Students must complete a math sequence through Secondary Math III or the equivalent of Algebra II.
6. Students must complete a minimum of 2.0 credits in foundational science courses.

Any credits that are accepted from a foreign transcript will be recorded as credit only and will be noted as Pass/Fail on a Provo City School District transcript. These credits will not calculate into a grade-point-average and may not be calculated in the formula for Valedictorian/Salutatorian or any graduation honors.

Disagreements or concerns with the acceptance of transfer credits from a foreign transcript may be appealed to the Assistant Superintendent of Secondary Schools by May 1 of each school year. The decision of the Assistant Superintendent shall be final in these matters.

Adopted Mar. 25, 2019
