

# Coalhurst High School Graduation Requirements

The Province of Alberta records the courses that students complete, determines the student's eligibility for the Alberta High School Diploma and awards this certification directly to students.

The school organizes a Graduation Ceremony to recognize the achievements of the graduation class. Students who expect to participate in this ceremony and don't find their names on this list must check with Mrs. Grimes to determine the reason why they are not eligible.

To participate in the graduation ceremonies, students must meet the following criteria:

- Have Coalhurst High School as the Official School of Record
- Have completed or be in the process of completing the necessary courses required to earn an Alberta High School Diploma or Certificate of Achievement by the end of June
- Have completed the majority of credits earned during their Grade 12 year at Coalhurst High School
- Have completed 75% of their coursework in any Distance Education, Correspondence, Work Experience, Special Projects, Music by Private Study, or Palliser Beyond Borders courses by June 1st

A student who qualifies for the graduation list may participate in the following:

- Convocation
- Receiving the Graduation Certificate
- Graduation Group Photograph
- Evening banquet

A grade 12 student who has Coalhurst High School as the Official School of Record yet does not qualify for the graduation list may not participate in the activities listed above.

# Graduation Deadlines

- 1) By September 30th of each year, each student will meet with the Administration/Career Counselor to determine that all Alberta Education requirements will be met in order to graduate.
- 2) By November 30th of each year, those students who will meet the requirements for graduation must have their \$120.00 graduation fee paid in full or arrangements made.
- 3) By March 15th of each year, students will again meet with Administration to ensure that all are on pace to graduate.
- 4) By March 31st of each year, all outstanding school fees must be paid for in full.
- 5) Any fees not paid by May 1st of each year may make the student ineligible to participate in the graduation banquet.
- 6) By May 1st of each year, Administration will ensure that all students with fees paid in full are in position to graduate, under the Alberta Education requirements.
- 7) By May 15th of each year, all banquet tickets must be paid in full.

**By signing below, the student and parent/guardian accept the terms for participation.**

Student name (printed): \_\_\_\_\_

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

Parent/Guardian name (printed): \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

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

For office use only:

Date received at the school: \_\_\_\_\_

Fees paid in full?

Yes

No

Fees owing: \_\_\_\_\_

Date fees were paid in full: \_\_\_\_\_