

StudentsEarly Completion Plan

Scottsbluff Public Schools supports the concept of early completion as a means of accelerating students toward the achievement of lifetime plans. The following guidelines have been established for students to be eligible for early completion. The failure to meet any of the criteria or timelines listed in the policy may cause the student to become ineligible for early completion.

1. A student will be allowed to transfer in a maximum of 20 hours from educational courses taken outside the Scottsbluff Public School District. These courses must have prior approval by the high school principal in order to be used to meet the graduation requirements of the Scottsbluff Public Schools. Students transferring into Scottsbluff Public Schools may transfer in hours that are listed on their official transcript.
2. A student will be able to use only five hours of transfer credit in any one subject matter area.
3. Students must meet all completion requirements established by the Board of Education in order to be eligible for completion as well as the credit hour requirements in each specific subject matter area.
4. Application for early completion must be requested, in writing, to the high school principal by October 1 of the applicant's senior year of high school. The application must be accompanied by a written plan of action stating the reasons why the student is requesting early completion. The application must contain the signatures of the applicant's parent/guardian to verify parental approval of early completion.
5. Along with the application, the applicant must submit three letters of recommendation supporting the student's request for early completion. These three letters of recommendation must contain one letter from the high school guidance counselor, along with two letters from other secondary staff members.
6. The principal or designee will make the decision regarding an applicant's early completion by October 15 of the student's senior year. Appeals may be made to the Superintendent.
7. Once given approval, the applicant will have until February 1 of the applicant's senior year to notify the high school principal of the applicant's decision in regards to participating in the regularly scheduled graduation ceremony. The applicant must also attend one Commencement practice in order to participate in the Commencement ceremony. No early graduation ceremonies will be provided for a student who opts for the early completion route.

8. A student who decided to opt for early completion is not eligible to participate in school sponsored activities following the last day the student attends classes. The effective date for participation will end with the last day that the student is enrolled in classes. The only school activity that the applicant is eligible for will be the regularly scheduled graduation ceremony.
9. This policy shall be evaluated annually by the high school principal and appropriate revisions shall be recommended to the Board for its consideration.

Date of Adoption: August 9, 2021
Date of Review: ~~March 13, 2023~~ May 11, 2026