

Early Graduation**

In order for the superintendent to consider a request for early graduation, the following procedures must be followed:

1. The student must discuss with the counselor and principal at least one year in advance the desire for early graduation;
2. The student must present a letter stating his/her plan for early graduation and the reasons for the request. Parents of the student need to submit a letter, giving their permission for and reason for early graduation. Both letters should be submitted to the high school principal;
3. A conference will be arranged between the parents, counselor, student and principal;
4. The principal will make a recommendation to the superintendent based on the following requirements:
 - a. No less than 21 of the 24 units required for graduation will be attained at Pleasant Hill High School;
 - b. Student has met or will meet all credit requirements for graduation;
 - c. Student shows reasonable academic achievement;
 - d. A formal presentation will be made at a regular Board meeting for final approval.
5. If the request is approved by the superintendent a diploma will be issued upon completion of these requirements.