

Graduation Request

Students FULL Name As you want it to appear on the diploma:

Name: _____

Please attach and check off the following items:

_____ Completed GECS Transcript Information Form. (Please put every credit this student has earned, or will earn with you, on this form, **EXACTLY AS IT IS LISTED ON THE TRANSCRIPT**, with date and grade, even if they don't need it to graduate.)

_____ ALL of students transcripts to date. (If previous schools' credits are included in the GECS transcript, you don't have to get those transcripts from the individual schools.)

_____ Student's end of Semester **Projected** Report Card. (A copy of their official semester report card will have to be submitted at end of semester, as usual)

_____ Student's Letter of Intent from Senior Project. (At the end of the year, the student's Senior Project Rubric should be included in LR #10)

_____ Proof of passing score on both the English and Math Sections of the California High School Exit Exam.

That's it!

Please turn in to coordinator 3 weeks before the end of semester. Diplomas will be ordered for each student whose credits are verified.

Thank You!

GECS
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