



San Diego Unified School District

PRINCIPAL’S CERTIFICATION OF GRADUATES

School Name:

As principal of _____ High School, I certify that all students who received diplomas (attach list of graduates) or certificates of completion, except those listed below, have completed all San Diego Unified School District graduation requirements as defined in Administrative Procedure 4770 and that graduation status data were promptly and correctly entered into the district’s data system (within two weeks) of **each** of the graduation specified below:

- | | | | |
|-----------------------------------|---|-------------------------------|-------------|
| <input type="checkbox"/> Mid-Year | Yes <input type="checkbox"/> (attach list, early grads only) | None <input type="checkbox"/> | Date: _____ |
| <input type="checkbox"/> June | Yes <input type="checkbox"/> (no attachment needed) | None <input type="checkbox"/> | Date: _____ |
| <input type="checkbox"/> Summer | Yes <input type="checkbox"/> (attach list of summer grads only) | None <input type="checkbox"/> | Date: _____ |

WAIVERS TO DISTRICT HIGH SCHOOL GRADUATION REQUIREMENTS

The following students enrolled at _____ High School, were granted waivers for the specific graduation requirement(s) listed below and individualized documentation has been placed in the student’s cumulative records folder at the school site.

Student Full Name (Last, First)	Student ID	Specific Graduation Requirement	Rationale (Explanation)	Other Diploma Type (if applicable)

***The *Principal’s Certification of Graduates* form must be completed and submitted promptly within two weeks of each graduation (Q1, mid-year, Q3, June, and by August 31st for Summer School). State-mandated coursework as outlined in Education Code section 51225.3 item (a)(1) may not be waived. Waivers to requirements adopted by the governing board of the school district may be granted in specific cases with compelling circumstances. With the Area Superintendent’s approval, the Principal has the authority to grant waivers and will make the determination in each case.**

A list of graduates must be submitted with this form or indicate “none” for each term.

**Other diploma types include: Military Interstate Compact (MIC), students who qualify under: AB167/216, AB 1806, AB 2306, AB 365, AB 2121, SDCE and SDUSD Joint Adult High School Diploma students, or SB 172 CAHSEE.*

Principal’s Name (Please Print)

Signature

Date

Area Superintendent’s Name (Please Print)

Signature

Date

Submit for approval after each graduation event to:

Office of Leadership & Learning
Email: secondaryschools@sandi.net - Attn. V. Ortega

Retain signed document at the school site