



**SUPERINTENDENT DETERMINATION OF GRADUATION  
WITH A LOCAL DIPLOMA**

Student: \_\_\_\_\_  
NYSIS #: \_\_\_\_\_  
School Year: \_\_\_\_\_

School District: \_\_\_\_\_  
BEDS Code: \_\_\_\_\_

I hereby certify that this student

- \_\_\_ has a current individualized education program (IEP) and is receiving special education services;
- \_\_\_ did not meet the graduation requirements through the low pass (55-64) safety net option or the compensatory option [section 100.5(c) or section 100.5(d)(7)];
- \_\_\_ has earned the required course credits and have passed, in accordance with district policy, all courses required for graduation, including the Regents courses to prepare for the corresponding required Regents exam areas (ELA, math, social studies and science);
- \_\_\_ has earned a minimum score of 55 on both the Regents ELA and Math exams or a successful appeal of a score between 52 and 54;
- \_\_\_ has participated in the other Regents exams (science and social studies), but has not passed one or more of these as required for graduation; and
- \_\_\_ has otherwise demonstrated competency in the subject area where the student was not able to demonstrate his/her proficiency of the State's learning standards through the Regents exam.

**Documentation reviewed:**

In conducting a review to ensure the student has met the academic standards, the school principal and school superintendent have considered evidence that demonstrates that the student:

1. Passed courses culminating in a Regents exam, in accordance with the grading policies of the district. In making this determination, a review was conducted of the student's final course grade as well as student work completed throughout the school year and/or interim grades on homework, projects, class work, quizzes, tests, etc., that demonstrate that the student has met the learning standards for the course; and
2. Actively participated in the Regents exam.

Subject area	Regents exam score	Course Grade	Student evidence of subject proficiency (specify)
ELA			
Math			
Science			
Social Studies			
Other Regents or pathway assessment			

**Determination: Check one**

I hereby certify that this student has not demonstrated proficiency in the subject area(s) where he/she did not receive a passing score on the Regents examination(s) required for graduation and that it is my determination as the Superintendent of Schools that this student should **NOT** be awarded a local high school diploma at this time.

I hereby certify that this student has demonstrated proficiency in the subject area(s) where he/she did not receive a passing score on the Regents examination(s) required for graduation and that it is my determination as the Superintendent of Schools that this student should be awarded a local high school diploma.

\_\_\_\_\_  
Printed Name and Signature of School Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Signature of School Superintendent

\_\_\_\_\_  
Date

The student and the parent of the student must receive a copy of this documentation and written notification of the superintendent's determination. Where the superintendent determines that the student has not met requirements for graduation, the notice must inform the student that he/she has the right to attend school until receipt of a local or Regents diploma or until the end of the school year in which the student turns age 21, whichever shall occur first.

A copy of the form must be placed in the student's record.

A copy of the form must be submitted to NYSED no later than August 31<sup>st</sup> following the superintendent's determination. Forms should be sent to the Office of Special Education, New York State Education Department, 89 Washington Avenue, Albany, NY 12234 or by fax to 518-473-5387. Forms should not be submitted by email. Questions regarding this memorandum may be directed to the Office of Special Education at [SPECED@nysed.gov](mailto:SPECED@nysed.gov) Attn: Superintendent Determination or by calling 518-473-2878.