



## 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:

- Mid-Year      Yes  (attach list, early grads only)      None  Date: \_\_\_\_\_
- June            Yes  (attach Grad Doc, with all)                    None  Date: \_\_\_\_\_
- Summer        Yes  (attach list of summer grads & Grad Doc)    None  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 (mid-year, 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 mid-year graduates must be submitted with this form or indicate “none.” A current Grad Doc file must be submitted with this form in June and Summer.**

*\*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 School Innovation and Integrated Youth Services,  
Attn: V. Ortega or email: secondary schools @sandi.net.  
**Retain signed document at the school site**