

School Counselor Worksheet for Alternative Pathway to Graduation

Student Name						
First		M.I.		Last		SSID*
School and District Information						
High School Name						
District Name						
Building IRN					District IRN	
School Counselor Name						

* SSID – State Student Identification Number

	Yes	No
Has student passed at least four Ohio Graduation Tests (OGT)?		
Fill in blanks with appropriate information:		
• OGT subject of test not yet passed		
• Highest score (scaled score must be 390 or above)		
• Date of administration		
	Yes	No
Has student maintained at least a 97 percent attendance rate in <u>each</u> of the last four school years, excluding absences excused in accordance with local district policy?		
Is student's record free of expulsion over the last four school years?		
Has student maintained a GPA of at least 2.5 out of 4.0 <u>in the subject area not yet passed</u> , in accordance with the attached <u>GPA calculation chart</u> ? (Courses that are retaken and successfully completed should cancel out the previous failing grades. Only grades of record should be considered.)		
Fill in blanks with appropriate information:		
• GPA within subject area, according to GPA calculation chart		
	Yes	No
Has student completed the minimum high school curriculum requirements (ORC §3313.603) in the subject area of the not yet passed test? Minimum high school graduation requirements in OGT subject areas: <ul style="list-style-type: none"> • English 4 units • Mathematics 3 units • Science 3 units, including 1 unit of biology and 1 unit of physical, life, and earth and space sciences • Social Studies 3 units, including ½ unit of American history and ½ unit of American government 		

	Yes	No
Were intervention programs offered by the school, school district or another source?		
<ul style="list-style-type: none"> If no, disregard this question and continue to last question. If yes, did student maintain at least a 97 percent attendance or participation rate, excluding excused absences, in intervention programs offered outside of the normal school day? 		
Has student submitted a letter recommending graduation from every high school teacher in the subject of the test not yet passed? (Another teacher from the department with substantial knowledge of the student's work may substitute if teacher is unavailable.) Attach letters to this worksheet.		

By signing, I verify that the above student information is correct.

Counselor's signature _____ Date _____

To be completed by the **high school principal**:

I hereby recommend _____ for graduation based upon satisfaction of the above conditions.

Principal's signature _____ Date _____

Principal's name _____

To be completed by the **district superintendent**:

I hereby recommend _____ for graduation based upon satisfaction of the above conditions.

Superintendent's signature _____ Date _____

Superintendent's name _____

If all of the above conditions have been satisfied, the student is eligible be awarded a diploma or Diploma with Honors under ORC §3313.615. This worksheet should be filed, with all supporting materials, in the student's permanent record and maintained, subject to the local public-records destruction schedule.