

# **SHELTON HIGH SCHOOL DIPLOMA WITH DISTINCTION**

Shelton High School will award a Diploma with Distinction to a student who has met graduation requirements beyond what is expected for a traditional diploma. To be eligible, a student must:

- Complete all the requirements of the traditional diploma, including community service and the Capstone project
- Be in the top 20% of the class
- Earn a minimum of 27.4 credits
- Earn no final grade less than a C on their high school transcript
- Be an active member of two SHS clubs/organizations or be an active member of one SHS club/organization and participate in at least one SHS fall, winter or spring sport during high school
- Secure signatures by the student's school counselor and assistant principal indicating character traits
- Have no internal or external suspensions during their four years

## **SPECIFIC PROCEDURES**

1. The student will download the SHS Diploma with Distinction Application, available on the SHS school website under Forms.
2. The student will complete the entire application, including all required signatures, and submit it to the principal. **Deadline for submission is May 1.**
3. The submitted application and all other relevant data will be reviewed by a committee comprised of the principal, a teacher representative and the K-12 School Counselor Curriculum Leader.
4. The committee will approve/deny the application. The K-12 School Counselor Curriculum Leader will maintain the copy of the application.
5. If the application is denied, the K-12 School Counselor Curriculum Leader will notify the student's school counselor. The student's school counselor will contact the student and parent.
6. If the application is approved, the K-12 School Counselor Curriculum Leader will notify the student's school counselor. The student's school counselor will contact the student and parent.
7. A written appeal may be submitted to the principal within five days notification of the application denial. The parent and student will meet with the principal and principal's designee to review the appeal. A final decision will be made by the principal and communicated to the parent.
8. No late applications will be accepted.



**Student/Parent Approval:**

We are requesting a review of this application for the recognition of the Shelton High School Diploma with Distinction.

<hr/> (Signature of Student)
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<hr/> (Signature of Student's Parent or Guardian)
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**Administrative Use Only:**

Application Decision (circle one):	Approved	Denied
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Date Student's Counselor notified:	
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Additional Comments:	
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Principal Signature:		Date:	
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