

The Vanguard School

POLICY: Vanguard IKF – Graduation Requirements, GPA Calculation, and Transfer Credit

POLICY ADOPTED: 8-20-25

The Vanguard School Graduation Requirements

To qualify for graduation, a student must meet and complete the minimum number of semester credits in the academic areas outlined below. Elective credits may be earned in any area once the specific graduation requirements are fulfilled. **One credit is earned each semester upon successful course completion.**

	Semester Credits
English	8
History	8
Mathematics	8
Science	6
Foreign Language ¹	6
Fine Arts ²	2
Academic Electives ³	8
Physical Education ⁴	0
Minimum Total for Graduation	46
Additional Requirements ⁵	

¹ These credits represent three consecutive years of high school credit in the same language. Also, each graduate must complete one year of Latin, either in high school or junior high.

² These credits represent high school art history and music history.

³ Academic Electives include all electives except for study hall. Failing grades in an elective do not count for credits, and the student must retake the course to meet the 8 credit minimum.

⁴ The Vanguard School recognizes the importance of physical activity and participation in high school competitive sports. At this time, The Vanguard School does not have the facilities to support mandatory physical education (PE) as a required course for all students, but students may take PE to fulfill the requirements of an elective.

⁵ Each student must complete and present the Senior Capstone Project, and each high school student must recite a poem, speech, or significant work in front of the school at high school assembly.

Grade Placement

The minimum student load is 5 classes each semester. We encourage students to take more than 5 classes each semester. To be promoted to the next class, the following criteria should be met:

To Grade 10: A student is promoted to 10th grade if he or she successfully completes 10 credits.

To Grade 11: A student is promoted to 11th grade if he or she successfully completes 22 credits.

To Grade 12: A student is promoted to 12th grade if he or she successfully completes 34 credits.

NOTE: These guidelines should be viewed as minimal acceptable performance. Usually, a student will have earned more credits than are needed for promotion. **It is the student's responsibility to ensure requirements for graduation are met.** The high school staff will make every effort to keep up-to-date records and to keep students and parents informed about the status of progress toward compiling the necessary course work for graduation requirements. **However, it is the student's responsibility to be acquainted with the necessary requirements to meet this goal. We do encourage all students to make sure they are on track to graduate and are enrolled in courses each year that will keep all their options open for career planning and education after high school.**

Definition of how grades are calculated for semester and year end with finals

The weighting of various categories (tests, quizzes, homework, labs, etc.) for the semester grade is determined by the department chair. Semester exams count for 23% of the semester grade in the high school and 20% of the yearly grade at the junior high.

Academic Policy Guidelines

Grading System

Typical Unweighted System

A	Superior (4.0)	90-100
B	Above Average (3.0)	80-89
C	Average (2.0)	70-79
D	Below Average (1.0)	65-69
F	No Credit	

No Credit Given

I	Incomplete
WP	Withdraw Pass
WF	Withdraw Fail
WD	Withdraw
NC	No Credit

Grade Point Average

All courses receiving a letter grade are used in the computation of the grade point average (GPA). All AP (Advanced Placement) and CU Succeeds courses are calculated on a 5.0 scale:

A	5.0
B	4.0
C	3.0
D	2.0

All honors courses are calculated on a 4.5 scale:

A	4.5
B	3.5
C	2.5
D	1.5

All non-honors courses are calculated on a 4.0 scale:

A	4.0
B	3.0
C	2.0
D	1.0

Graduation Recognitions and GPA Calculations

- **Cum Laude: 4.00 - 4.29** (solid performance, A's and B's in a mix of regular and advanced courses; equivalent to ~3.5–3.7 unweighted after normalization)
- **Magna Cum Laude: 4.30 - 4.59** (excellent, mostly A's in advanced courses; equivalent to ~3.7–3.9 unweighted)
- **Summa Cum Laude: 4.60 - 5.00** (exceptional, nearly all A's in a heavy AP/honors course load; equivalent to ~3.9–4.0 unweighted)

Valedictorian is the number 1 ranked student in that graduating class.

Salutatorian is the number 2 ranked student in that graduating class.

Ties are possible. Students ranking the same will share the awarded title with the other student(s).

Lifetime Vanguard students who attended The Vanguard School without breaks or interruptions since kindergarten will be awarded The Vanguard Medal which will be worn at graduation.

The Vanguard School GPA and class rank are determined by the following:

- 1) GPA achieved at The Vanguard School
- 2) Incoming transfer students' class rank is determined by GPA while in attendance at The Vanguard School.
- 3) In order to be ranked equal to or above a 4-year Vanguard student, a 3-year transfer student's GPA must equal or exceed respectively the 4-year Vanguard student's GPA for the common years of attendance.
- 4) In order to be ranked equal to or above either a 3-year or a 4-year Vanguard student, a 2-year transfer student's GPA must equal or exceed respectively the 3-year or 4-year Vanguard student's GPA for the common years of attendance.
- 5) A student must be in attendance at The Vanguard School for at least two years (four full semesters) to be eligible for Valedictorian or Salutation.
- 6) Class rank is calculated by the following procedure, in order:
 - a. All 4-year students are ranked in accordance with rule 1.
 - b. All 3-year students are ranked in accordance with rules 2 and 3.
 - c. All 2-year students are ranked in accordance with rules 2 and 4.
- 7) For the purposes of class ranking, The Vanguard School will include only the eight highest scoring elective courses in calculating GPA. This is to encourage students to broaden their academic exploration through additional elective options instead of, for instance, taking study hall.

Determining GPA calculation and credits for students who transfer into The Vanguard School and preference for longevity

The intent of The Vanguard School's approach to transcripts for students who have transferred into our school is to support our students in making their best case for college admittance by providing the most accurate representation of the student's total body of work while allowing clear comparisons among students based on their work while at The Vanguard School.

The Vanguard School does not include coursework or GPAs from other schools in the calculation of the Vanguard GPA. This is for a variety of reasons stemming from inconsistencies in grading scales, weighting, course names, rigor, etc.

For students transferring into high school, The Vanguard School does the following to make the transition successful and to give proper credit for work previously completed:

- Review prior coursework from other schools to determine what prior coursework fulfills Vanguard course requirements
- List the Grade Point Average (GPA) from the previous school in both weighted and un-weighted versions as calculated by the previous school
- Indicate previous work from any accredited high school on our transcript based on an official transcript from the previous school
 - The work shown will be our best interpretation of the grade according to the relevant school and number of credits earned as translated to our scale.
 - If a student has attended multiple other schools, the records will be drawn, to the extent possible, from originating school documents versus a translation onto a different school's record.

Determining eligibility, credit, and GPA impact for courses that are taken outside of The Vanguard School, either college level or other (e.g., CU Succeeds, community college, etc.)

Students must get prior approval to take a college level course (or any outside course) to fulfill a requirement at The Vanguard School. This is to ensure the content covered aligns with the Vanguard curriculum and that the level of rigor is consistent with that of Vanguard classes. Courses taken outside of The Vanguard School to fulfill elective credit or credit recovery will be considered the same as transfer courses, and the grade will not be included in the GPA calculation.

In some cases, students may take a local college course to fulfill a Vanguard requirement when the student has outpaced the Vanguard curriculum. In these cases, the course is coordinated in conjunction with the assistant principal and relevant department chair. These courses will count for Vanguard credit and the grade will be calculated into the GPA. The determination of what scale a course will be calculated on will be determined at the time of obtaining approval to take the course. In most cases, because of the advanced nature of these courses, they likely will be calculated on the AP (5.0) scale.

“CU Succeeds” classes are considered Vanguard classes and count in the student’s GPA as if the course was on the AP (5.0) scale.