

Instruction

Administrative Procedure – Participation of Students With Disabilities in Graduation Ceremony/Certificate of Completion

1. Any student with a disability who has completed four years of high school at the end of a school year may participate in the graduation ceremony of his/her graduating class and receive a certificate of completion, if such student has not met the requirements for a regular high school diploma and his or her individualized education program (“IEP”) prescribes special education, transition planning, transition services, or related services beyond the student’s four years of high school.
2. The student’s participation in a graduation ceremony and receipt of a certificate of completion will not terminate any special education, transition planning, transition services or related services prescribed in his or her IEP.
3. Prior to participation in the graduation ceremony, the student’s IEP team will:
 - i. Determine the student’s eligibility to participate in the graduation ceremony according to the Board’s Policy and this Administrative Procedure and ensure that the appropriate District administrator is notified if the student will be participating in the ceremony; and
 - ii. Determine what reasonable accommodations, if any, are needed in order for the student to participate in the graduation ceremony.
4. The student and his/her parent(s)/guardian(s) will receive timely and meaningful written notice about the Board’s Policy and this Administrative Procedure. Written notices will be sent by regular mail not later than the same date that all other graduating students are sent written notice(s) relative to their participation in the graduation ceremony, and shall include:
 - i. The date, time, and location of the graduation ceremony;
 - ii. An explanation regarding the certificate of completion that will be given to the student at the graduation ceremony in lieu of a regular high school diploma;
 - iii. An explanation that any special education, transition planning, transition services or related services otherwise prescribed in the student’s IEP beyond the student’s four years of high school will not be affected by the student’s participation in the graduation ceremony and receipt of a certificate of completion;

- iv. All materials sent to graduating students relative to the graduation ceremony; and
 - v. A statement that a copy of the Board's Policy and this Administrative Procedure are available upon request.
5. Participation of students with disabilities in a graduation ceremony pursuant to the Board's Policy and this Administrative Procedure subject to all applicable Federal and State laws and Board policies and procedures including, but not limited to, all policies and procedures concerning graduation and student conduct and discipline.

LEGAL REF.: 105ILCS 5/14-16

Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq.

105ILCS5/14-8.03

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23 Ill Admin. Code 226.50(k)

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