



Consideration for Alternate Certificate

The Alternate Certificate is available for “students who do not satisfy the requirements for a high school diploma, a modified diploma or an extended diploma.” Specific details about this diploma can be found in Oregon Administrative Rule (OAR) 581-022-1135.

Student Name: _____ ID#: _____

Birth date: _____ Graduation Year: _____

**Recommendation for Extended
Diploma Determined by IEP
team**

☐ **Student Support Team**
☐ **IEP Team**
☐ **504 Team**

☐ **Student**
☐ **Parent**
☐ **Other** _____

Team Considerations:

☐ Yes ☐ No Review transcript (grades/attendance) and teacher feedback.

☐ Yes ☐ No The student has a current IEP.

☐ Yes ☐ No The student's state achievement test scores fall at or below grade level expectation in at least one area.

☐ Yes ☐ No Review performance with accommodations and/or behavioral records.

Brief description of documented history and reasons for Alternate Certificate:

Consideration for Alternative Certificate (continued)

Course of Action:

The team feels this student will benefit from:

- ☐ Standard Diploma (24 credits)
- ☐ Modified Diploma (24 credits)
- ☐ Extended Diploma (12 credits)
- ☐ Alternative Certificate
- ☐ Defer to a later date _____

Team:

Parent_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Student_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Case Manager_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Teacher_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Teacher_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Teacher_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
School Psychologist_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Nurse_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Administrator_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Counselor_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree
Other_____	Date_____	<input type="radio"/> Agree	<input type="radio"/> Disagree

Alternate Certificate Contract

If a student is eligible for an Alternate Certificate, it is important to consider the following details:

- Upon graduation, the student's transcripts will reflect that a Alternate Certificate was granted.
- The student must meet the participation and attendance requirements as outlined by the district and classroom guidelines.
- **Earning an Alternate Certificate will limit some post-secondary options, such as entry to private/state colleges or universities, and military branches.**
- Returning to a standard DHS Diploma will require additional course work including the possibility of retaking some classes.

The student or parent may, at any time, request reconsideration through the IEP process. We understand that such a change may require that the student attend high school beyond four years to earn credit for a standard diploma. A student can attend high school through his/her 21st birthday or until he/she obtains a standard high school diploma, whichever comes first.

We understand the Alternate Certificate will not prepare the student for a four year college or university. We have investigated the limitations mentioned above and understand the consequences. Furthermore, we wish to pursue the Alternate Certificate as outlined in OAR581-022-1135.

Student_____ Date_____ ☐ Agree ☐ Disagree

Parent/Guardian_____ Date_____ ☐ Agree ☐ Disagree

Parent/Guardian_____ Date_____ ☐ Agree ☐ Disagree

Counselor/Case Manager_____ Date_____ ☐ Agree ☐ Disagree

Administrator_____ Date_____ ☐ Agree ☐ Disagree

Extended Diploma Educational Plan

Name_____ Student ID#_____ Counselor_____

Date of decision to place on Alternate Certificate:_____ Expected Grad Date:_____

			Comments
2.0 English/Language Arts			
1.	2.	3.	
4.	5.	6.	
2.0 Mathematics			
1.	2.		
3.	4.		
2.0 Science			
1.	2.		
3.	4.		
3.0 Social Science			
1.	2.		
3.	4.		
1.0 Health			
1.	2.		
1.0 Physical Education			
1.	2.		
1.0 Second Language/The Arts/Career & Technical Education			
1.	2.		
Electives			
1.	2.	3.	4.
5.	6.	7.	8.
9.	10.	11.	12.
13.	14.	15.	16.
17.	18.	19.	20.
21.	22.	23.	24.

Each box must be filled to fulfill the requirements = .50 credits

Alternate Certificate Procedural Checklist

_____ Counselor * is notified of student to be considered for Extended Diploma

_____ Information is collected as outlined in the Extended Diploma Referral Packet

_____ Team meets to:

- Review information
- Determine course of action using “Consideration for Extended Diploma” form

Note: remaining items need to be completed only if student will pursue a modified diploma

- Gain signatures for the “Alternate Certificate Contract” form
- Complete or update Personal Education Plan (PEP)
- If the student is on a 504, the team will revise the 504 plan to reflect the alternative diploma option
- Complete an Alternate Certificate Education Plan

_____ Copies of all forms stated above must be placed in the student’s cumulative file

_____ Counselor* notifies teachers of optional modified grades for students with alternative diplomas (ongoing/as needed)

***Note: For students on an IEP, the work listed above will be completed by the assigned case manager - not the counselor**

Notes