

GRADE PROMOTION POLICY

Students must pass all of their courses to be admitted to the next grade level. The Academy does not assign year grades, but semester grades only—thus, the grades for second semester will be used to determine promotion. Students failing any single course in the second semester must pass a summer school/study plan established by the Headmaster, Academic Dean, and teacher in order to be promoted to the next grade. Please see the Assistant Headmaster and/or Dean of Academics for specific guidelines regarding transcript/credit recording for such retakes.

In the case of a student failing 8th or 12th grade, the Academy does not permit that student to participate in the commencement ceremony, even if there is a course of study established for the summer designed to get the student sufficiently ready for the next grade. In the event that a student fails one or more courses in the **second semester***, the following will apply:

1. Student fails one course – Typically, the student will be allowed to complete a summer course of study in order to be promoted. At the Headmaster’s discretion, the student may be required to repeat the entire year.
Note: Humane Letters in the high school counts as two courses.
2. Student fails two courses – Typically, the student will be required to repeat the entire year. In exceptional circumstances, the Headmaster may permit a student to remediate both of the failed courses during the summer and be promoted.
3. Student fails more than two courses – The student will be required to repeat the entire year.

***A high school student who fails any course in either the first OR second semester, regardless of whether that student is eligible for year-to-year promotion at the Academy, earns zero credit for that course and must earn a replacement credit through means approved by the Headmaster in order to graduate. “Missing” credits can also impact college applications; in general, then, students should complete such credit make-ups before their senior year.**

The Academy requires 24.25 credits of high school study for graduation from the high school. This exceeds the minimum state requirement, which is 22 credits. Please see the table on page 26 of the Family Handbook which follows for an outline of the official graduation requirements, grade by grade. Please also see the information on the senior thesis, as it is a graduation requirement.

Students who transfer into the high school must still meet all Academy requirements to graduate. The Academy Headmaster will determine which courses from other schools attended prior to the Academy will receive Academy credit.