

## KCAHS Early Graduation Timeline

To graduate either one semester or one year early, students must complete the following steps, in addition to passing all classes necessary to meet credit requirements for graduation:

- Step 1**      **No later than fall conferences of your Sophomore year**, talk to your person about your desire to graduate early. When applicable, your parent(s)/guardian(s) must express full support of the plan.
- Step 2**      **By the Monday following Thanksgiving break**, submit your official Statement of Intent to Graduate Early, signed by both yourself and your parent(s)/guardian(s). You will then receive a full Application for Early Graduation with tasks to complete in step 3.
- Step 3**      **By the last day of March**, submit your full Application for Early Graduation, including: self assessment, parent assessment, and four teacher assessments of World Readiness Skills; an Oregon CiS Tracking Sheet indicating completion of all activities in Modules 1 and 2; a typed Statement of Post-graduation Plans explaining the steps you will take to achieve these plans; and a record of at least 85% attendance, including Community Class and Intensives. The Teacher Leader team will review your application.
- Step 4**      **At spring conferences in April**, your person will communicate with you and your parent(s)/guardian(s) about whether or not you are on track to graduate early, and if not, what needs to be completed or changed by the revision deadline of May 1st.
- Step 5**      **By May 15th**, the Teacher Leader team will make a final decision to approve or deny your application.
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**\*Students who are Sophomores in 2026 have the following adjusted timeline:**

- Step 1**      **By the last day of fall semester (1/8/2026)**, communicate with your person about your desire to graduate early.
- Step 2**      **By the last day of winter intensives (1/22/2026)**, submit the official Statement of Intent to Graduate Early, signed by both yourself and your parent(s)/guardian(s).

The deadlines for Steps 3-5 are the same as stated above.