

**EARLY OUT REQUEST FORM FOR
BROOKINGS HIGH SCHOOL EARLY GRADUATION REQUEST FORM**

TO THE PRINCIPAL OF BROOKINGS HIGH SCHOOL:

Regarding the early graduation of _____, we, the parents/guardians of the student learner named above, have discussed the pros and cons of graduation from Brookings High School at a time prior to the usual graduation date. We understand that the Brookings School Board and Brookings High School strongly believe that there are more benefits for the student learner who remains in school for four years than could be achieved by graduating early. Notwithstanding these reasons, we request that our student learner named above should be allowed to graduate early, upon completion of all requirements.

DATE: _____ Signature of Parent/Guardian: _____

DATE: _____ Signature of Parent/Guardian: _____

I, _____, hereby request the privilege of graduating from Brookings High School after _____ 7 semesters of attendance. I assume full responsibility for meeting all the requirements and deadlines. My parents or legal guardians approve my plan and set up a conference with the high school principal.

I would like to participate in the graduation ceremony: YES NO

DATE: _____ Signature of Student Learner: _____

NOTE: A conference including the student learner, parents/guardians, counselor and the principal is mandatory.

The principal will approve or disapprove the request. If the student learner disagrees with the recommendation of the committee, the request may be appealed to the Superintendent.

THIS FORM IS TO BE RETURNED TO THE BUILDING PRINCIPAL PRIOR TO THE CONFERENCE DATE.

THIS DOCUMENT WILL BE PLACED IN THE STUDENT'S LEARNER'S PERMANENT FILE.

Reviewed: 07/15/2013
Notification: 02/10/2025
1st Reading: 03/10/2025
2nd Reading/Approval: 05/12/2025