

Graduation Requirements Setup

This allows for tracking of graduation requirements and progress towards completing a diploma. This involves entering graduation requirements and tying them to subject areas and courses. Diplomas are then defined by assigning the number of credits to the graduation requirements. Course completion is then tracked for each student for each diploma.

A default set of subject areas have been installed. These may be added to, edited, or removed.
[EzStart -> Lumen Touch - District Main -> District Course Management -> District Course Management -> District Course Subject Areas](#)

1. Click **Add New** to add a subject area. Enter a name and a 2 character unique short description.
2. There is a setting for Elective course classification. This is for one Subject Area only and is usually assigned to the **Elective** subject area. All excess credits for any graduation requirement will be added to the graduation requirement with the subject area of Elective.

School Subject Graduation Requirements

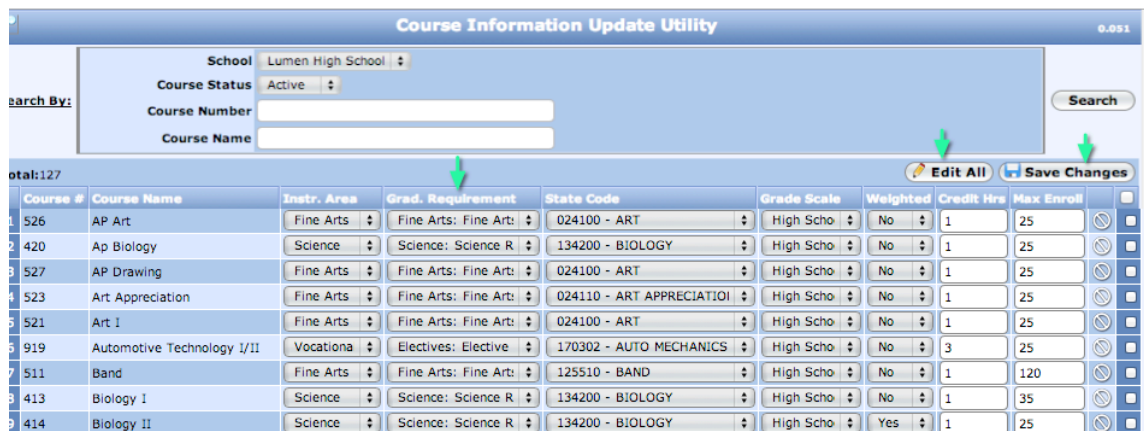
[EzStart -> Lumen Touch - District Main -> District Graduation and Transcript Management -> District Graduation and Transcript Management -> School Subject Graduation Requirements](#)
 or

[EzStart -> Lumen Touch - School -> School Course Management -> School Course Management -> School Subject Graduation Requirements](#)

1. Click Add New. Enter the name of a graduation requirement and select the subject area for this requirement.
2. Click Save and Add and repeat for the next requirement.

Assign a Graduation Requirement to Every Course.

[EzStart -> Lumen Touch - School -> School Utilities -> School Utilities -> Course Information Update Utility](#)



Course #	Course Name	Instr. Area	Grad. Requirement	State Code	Grade Scale	Weighted	Credit Hrs	Max Enroll
526	AP Art	Fine Arts	Fine Arts: Fine Art	024100 - ART	High Scho	No	1	25
420	Ap Biology	Science	Science: Science R	134200 - BIOLOGY	High Scho	No	1	25
527	AP Drawing	Fine Arts	Fine Arts: Fine Art	024100 - ART	High Scho	No	1	25
523	Art Appreciation	Fine Arts	Fine Arts: Fine Art	024110 - ART APPRECIATIOI	High Scho	No	1	25
521	Art I	Fine Arts	Fine Arts: Fine Art	024100 - ART	High Scho	No	1	25
919	Automotive Technology I/II	Vocational	Electives: Elective	170302 - AUTO MECHANICS	High Scho	No	3	25
511	Band	Fine Arts	Fine Arts: Fine Art	125510 - BAND	High Scho	No	1	120
413	Biology I	Science	Science: Science R	134200 - BIOLOGY	High Scho	No	1	35
414	Biology II	Science	Science: Science R	134200 - BIOLOGY	High Scho	Yes	1	25

1. Click **Edit All**, choose the graduation requirement for each course, click **Save Changes**.

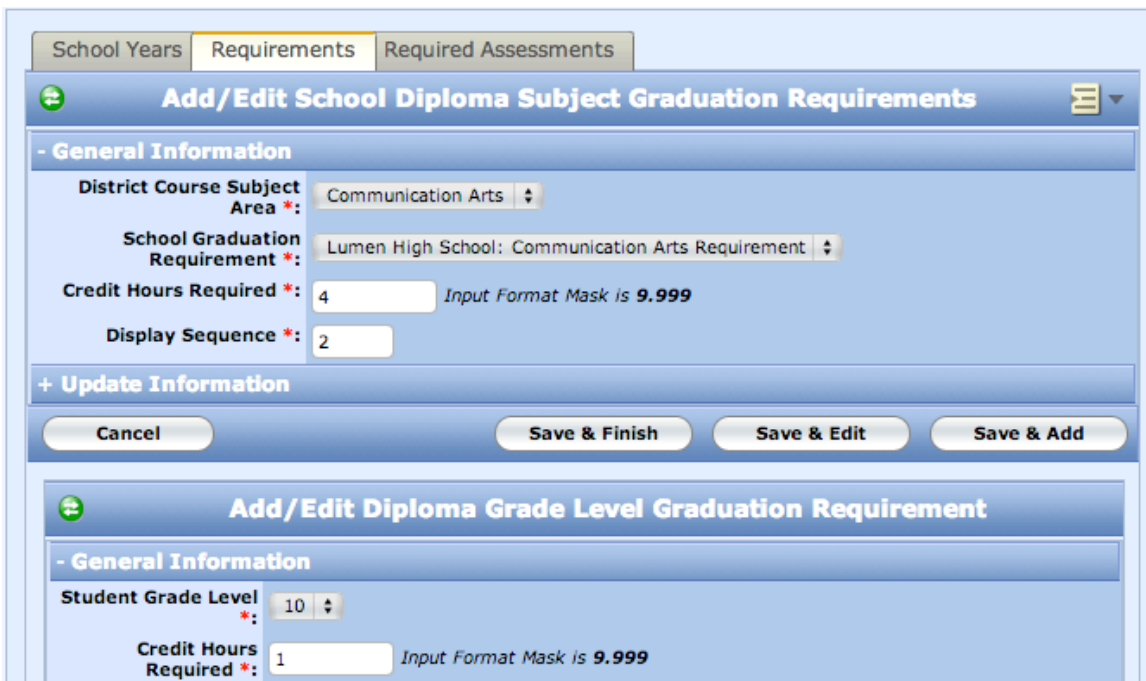
School Diploma Graduation Requirement

Multiple diplomas may be defined. The diplomas will have the graduating school years, the requirements, and required assessments assigned. A diploma can easily be duplicated to make a similar diploma.

EzStart -> Lumen Touch - District Main -> District Graduation and Transcript Management -> District Graduation and Transcript Management -> School Diploma Graduation Requirements

or
EzStart -> Lumen Touch - School -> School Course Management -> School Course Management -> School Diploma Graduation Requirements

1. Click Add New and enter the diploma name and comments, Save and Edit.
2. On the School Years tab, click Add New. Enter the graduating school years and the default grading scale. Save and Add to add other school years.
3. Select the Requirements tab and click Add New.
4. Choose the **Subject Area**, **Graduation Requirement**, **Credit Hours** for this requirement, and the **Display Sequence**.



5. Optionally grade levels for this requirement can be assigned credit hours. Click Save and Edit. Click **Add New** in the area below to add the grade level and the credit hours required. Repeat for other grade levels if needed.
6. If Assessments are required for this graduation requirement, click on the Required Assessments tab. These are assessments entered in the Student Assessment Management System. Choose the assessment and values.