



ADMINISTRATIVE PROCEDURE 5517 VETERAN'S HIGH SCHOOL DIPLOMA

Responsible: Department of Student Accounting

PURPOSE

This administrative procedure shall describe the protocol for issuance of a diploma to certain qualified veterans.

PROCEDURE

1. "Operation Recognition" is a program designed to allow certain veterans who enlisted or were drafted before completing high school to receive a standard high school diploma [Assembly Bill 52 (2003 Session) and NRS 389.810].
2. Qualified individuals must have served in the US Armed Forces between September 1940 and May 1975.
3. An application must be submitted to the Nevada Department of Veteran's Services for verification and approval. The Department of Veteran's Services will forward approved applications to the District.
 - a. Applications can be found on the web sites of the Nevada Department of Education and the Nevada Department of Veteran's Services.
4. An individual or his/her family who is seeking to receive a diploma through this program must not have received a diploma from another high school.
5. If the applicant attended high school in Washoe County, the school he/she attended would issue the diploma.
6. If the qualified applicant currently resides in this state, but attended high school in another state, the Department of Student Accounting will select a school to issue the diploma.
 - a. The Department of Student Accounting will inform the high school if a qualified veteran meets the requirements to receive a standard diploma from that high school.
 - b. NOTE: the following District high schools were in operation in 1975: Gerlach, Hug, Incline, Reed, Reno, Sparks, and Wooster.
7. The qualified veteran may choose to receive his/her diploma during a regular graduation ceremony, a special ceremony (e.g. in the Principal's office, at an ROTC Awards night, at a special Veteran's Recognition Ceremony, etc.), or through the mail.

DESIRED OUTCOMES

1. This Administrative Procedure shall ensure consistency in the implementation and issuance of the veteran's diploma.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This Administrative Procedure reflects the goals of the District's Strategic Plan.
2. This Administrative Procedure complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) Chapter 389, Examinations, Courses, Standards and Graduation.

REVIEW AND REPORTING

1. This procedure and any accompanying documents will be reviewed bi-annually in even years.

REVISION HISTORY

Date	Revision	Modification
2/2012	1.0	Adopted as Accepted Practice
1/03/2014	2.0	Revised: converted to Administrative Procedure