# Superintendent’s Memo #077-20 Revised March 30, 2020

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: March 23, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Guidance on Graduation Requirements, Awarding of Credits, and Continuity of Learning

To ensure the safety of citizens of Virginia during the COVID-19 outbreak, the Governor of Virginia closed all schools for the remainder of the 2019-2020 academic year. While the health and well-being of students and staff remain the top priority, the Virginia Department of Education (VDOE) also recognizes the incredible strain that extended closures have placed on local school divisions in meeting their obligations to students and the state. Like all educators, the VDOE is devastated that the end of the school abruptly ended and has disrupted the lives of our schools, staff, students, and families.

VDOE has been fielding questions and concerns regarding the impact of extended closures. Some of the common and most critical issues for school divisions are the instructional and logistical barriers to meeting graduation requirements, awarding of credits, and continuity of learning.

To address these questions and concerns, the VDOE provides the attached document with the goal of providing school divisions information and potential solutions regarding graduation requirements, promotion, new instruction, and ease of process. The intent is not to over burden or restrict our school divisions, but to provide hope, engagement, and a measure of normalcy during this period of unprecedented uncertainty. The guidance is to ensure 12th grade students who are on-track to graduate, will graduate on time; that students who are on track will be promoted to the next grade level; that we ensure students are served equitably, regardless of income level, access to technology, English learner status, or special needs; and that learning gaps that will inherently occur because of these closures, will be addressed. School divisions are not being asked to replicate the existing school day or year, but provide opportunities for students to make academic progress and continue to learn and grow.

This document does not address seat time, SOL testing and other assessments, and accreditation and will issue separate communications on those items once state and federal waiver processes have been completed.

School divisions are encouraged to track and collect data on the expenses related to COVID-19 that are projected to be incurred above and beyond anticipated expenditures. This data could be used to support funding to be detailed at a later date.

Questions may be addressed to Michael Bolling by email at Michael.Bolling@doe.virginia.gov or by phone at (804) 225-2034.

JFL/mfb

Attachment:

1. Graduation Requirements, Awarding of Credits, and Continuity of Learning (Word) - This attachment has been updated as of March 30, 2020: Refer to [Graduation Requirements, Awarding of Credits, and Continuity of Learning](http://www.doe.virginia.gov/support/health_medical/office/covid-19-grad-credits.shtml)