MEMORANDUM FOR THE RECORD

FROM: DIRECTOR, DEPARTMENT OF DEFENSE EDUCATION ACTIVITY

SUBJECT: Directive-Type Memorandum 22-ED-001, “Annual Course Requirements for Incoming Freshmen in School Year 2022-23”

References: DoDEA Administrative Instruction 1367.01, “High School Graduation Requirements and Policy,” July 27, 2021

Purpose. This Directive-Type Memorandum (DTM) establishes the course requirements to earn a DoDEA high school diploma. This DTM is effective August 1, 2022, applies to incoming freshmen entering DoDEA schools during school year 2022-23, and provides the DoDEA high school graduation requirements referenced in DoDEA Administrative Instruction 1367.01. This DTM will expire four (4) years (48 months) from the effective date.

Applicability. This DTM applies to DoDEA Headquarters, the DoDEA Americas Region, the DoDEA Europe Region, the DoDEA Pacific Region, and includes all schools under the DoDEA authority, and when applicable, volunteers, students, support personnel, student teachers, contractors, and sponsors, parents, and legal guardians.

Definitions. See Glossary.

Policy. It is DoDEA policy that all students must meet the respective course requirements outlined in this DTM to receive either a regular diploma or honors diploma.

Responsibilities. See Attachment 1.

Procedures. This DTM and attachments will be used by DoDEA Superintendents and DoDEA School Principals and Counselors to provide sponsors, parents, and legal guardians and students the DoDEA high school graduation requirements for incoming freshmen for school year 2022-23.

Information Collection Requirements. This DTM may result in the collection of information due to its policy and procedures. Any collection of information must follow all applicable Federal, DoD, and DoDEA regulations, policies, and guidance.


Thomas M. Brady
Director

Attachments:
As stated
ATTACHMENT 1

RESPONSIBILITIES

1. DoDEA Administrative Instruction 1367.01 states full responsibilities for positions related to graduation requirements. Responsibilities here are specific to this DTM.

   a. DoDEA Directors of Student Excellence, District Superintendents, and Community Superintendents. The DoDEA Directors of Student Excellence, District Superintendents, and Community Superintendents ensure that military installation commands and community members are aware of the course requirements outlined in Attachments 2-3 of this DTM.

   b. DoDEA Middle and High School Principals. The DoDEA Middle and High School Principals:

      (1) Ensure sponsors, parents, and legal guardians and community members are informed of the course requirements outlined in Attachments 2-3 of this DTM.

      (2) Create master schedules that allow DoDEA students to complete course requirements and become college and career ready.

      (3) Evaluate all transfer courses and credits from non-DoDEA, accredited systems to determine their applicability to DoDEA course requirements in Attachment 2 of this DTM and in accordance with reciprocity requirements outlined in Attachment of this DTM.

   c. DoDEA Middle and High School Counselors. The DoDEA Middle and High School Counselors work with DoDEA students to create 4- and 6-year academic/postsecondary plans in accordance with the course requirements in Attachments 2-3 of this DTM.
## ATTACHMENT 2

Requirements to Earn a DoDEA Diploma for Students Entering 9th Grade During School Year 2022-2023 (Class of 2025-26)

<table>
<thead>
<tr>
<th>Content Area*</th>
<th>Course Requirements</th>
<th>Standard Diploma</th>
<th>Honors Diploma</th>
</tr>
</thead>
</table>
| **English Language Arts (ELA)** | - 1.0 credit (ELA 9)  
- 1.0 credit (ELA 10)  
- 1.0 credit (ELA 11)  
- 1.0 credit (ELA 12)  
*English language learners receiving English as a Second Language services may receive up to 2 ELA credits (Levels I-V) taken in grades 9-12 | 4.0 credits | 4.0 credits |
| **Social Studies** | - 1.0 credit (Global Studies Ancient – 1750 or Global Studies 1750 – Present; or Advanced Placement (AP)) World History-Modern)  
- 1.0 credit (U.S. History)  
- 0.5 credit (U.S. Government)  
- 0.5 credit (Social Studies elective) | 3.0 credits | 3.0 credits |
| **Mathematics** | - 1.0 credit (Algebra I)  
- 1.0 credit (Geometry)  
- 1.0 credit (Math course code 400 or above)  
- 1.0 credit (Algebra II)  
Note: Minimum of 3.0 credits must be taken during grades 9-12 | 4.0 credits | 4.0 credits |
| **Science** | - 1.0 credit (Biology in the Living Environment)  
- 1.0 credit (Chemistry in the Earth System)  
- 1.0 credit (Physics in the Universe) | 3.0 credits | 3.0 credits |
| **World Language** | - 2.0 credits (World Language sequential courses in the same language) | 2.0 credits | 2.0 credits |
| **Career Technical Education (CTE)** | - 1.5 credits (CTE course offering)  
- 0.5 credit (Computer technology CTE course) | 2.0 credits | 2.0 credits |
| **Physical Education** | - 0.5 credit (Lifetime Sports)  
- 0.5 credit (Personal Fitness)  
- 0.5 credit (Activity and Nutrition or equivalent Physical Education (PE) course)  
Note: Two years of Junior Reserve Officer Training Core (JROTC) taken in a DoDEA school fulfills the 0.5 credit requirement for Lifetime Sports. | 1.5 credits | 1.5 credits |
<p>| <strong>Fine Arts</strong> | - 1.0 credit (Course in visual arts, music, theater, and/or humanities) | 1.0 credit | 1.0 credit |</p>
<table>
<thead>
<tr>
<th>Health</th>
<th>• 0.5 credit (Health education course offering)</th>
<th>0.5 credit</th>
<th>0.5 credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honors Diploma</td>
<td>• 0.5 credit in Economic Literacy (see below)</td>
<td>Not Required</td>
<td>0.5 credit</td>
</tr>
<tr>
<td>Courses that Satisfy the Economic Literacy Requirement</td>
<td>Business and Personal Finances, Management Foundations, Marketing Entrepreneurship, Financial Algebra, Management and International Business, Environmental Science (including AP), AP Human Geography, Economics (including AP), International Baccalaureate (IB) Economics, AP Macroeconomics and Microeconomics, AP Comparative Government and Politics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle School (grades 7 and 8) Courses for High School Credit</td>
<td>World Languages, Mathematics, Science (By Approval) and JROTC (By Approval)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summary</th>
<th>Standard Diploma</th>
<th>Honors Diploma</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Total Credits</td>
<td>26.0 credits</td>
<td>26.0 credits</td>
</tr>
<tr>
<td>Required Courses</td>
<td>21.0 credits</td>
<td>21.5 credits</td>
</tr>
<tr>
<td>Elective Courses</td>
<td>5.0 credits</td>
<td>4.5 credits</td>
</tr>
<tr>
<td>AP and/or IB Courses</td>
<td>Not Required</td>
<td>4 courses</td>
</tr>
<tr>
<td>Minimum Grade Point Average (GPA)</td>
<td>2.0 GPA</td>
<td>3.8 GPA</td>
</tr>
</tbody>
</table>

*AP and/or IB courses can be used to meet DoDEA requirements*
# ATTACHMENT 3

Reciprocity Requirements for Seniors Starting in the Class of 2025-26

Reciprocity Requirements for Senior Students Transferring to DoDEA (who are not eligible for the Compact Provision in accordance with Section 7.2. of DoDEA Administrative Instruction 1367.01)

**Minimum Requirements**

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• 1.0 credit (ELA 10)  
• 1.0 credit (ELA 11)  
• 1.0 credit (ELA 12)  
* English language learners receiving English as a Second Language services may receive up to 2 ELA credits (Levels I-V) taken in grades 9-12 | 4.0 credits |
| **Social Studies** | • 1.0 credit (World History)  
• 1.0 credit (U.S. History)  
• .5 credit (U.S. Government) | 2.5 – 3.0 credits* |
| **Mathematics** | • 1.0 credit (Algebra 1)  
• 1.0 credit (Geometry)  
• 1.0 credit (Math course code 400 or above)  
Note: Minimum of 3.0 credits must be taken during grades 9-12 | 3.0 – 4.0 credits* |
| **Science** | • 1.0 credit (Biology)  
• 1.0 credit (Chemistry)  
• 1.0 credit (Physics)  
Note: All courses must include a laboratory component. | 3.0 credits |
| **World Language** | • World Language course | 1.0 – 2.0 credits* |
| **Career Technical Education** | • 1.5 credits (CTE course offering)  
• 0.5 credit (Computer technology CTE course) | 1.0 – 1.5 credits* |
| **Physical Education** | • 0.5 credit (Lifetime Sports)  
• 0.5 credit (Personal Fitness)  
• 0.5 credit (Activity and Nutrition or equivalent PE course) | 1.0 – 1.5 credits* |
| **Fine Arts** | • 1.0 credit (Course in visual arts, music, theater, and/or humanities) | 1.0 credit |
| **Health Education** | • 0.5 credit (Health education course offering) | 0.5 credit |

**Summary**

| Minimum Total Credits | 24.0 – 26.0 credits* |
| Required Courses | 20.0 credits |
| Elective Courses | 4.0 – 6.0 credits* |

Minimum cumulative GPA required for only courses taken during the period of enrollment in a DoDEA school  
2.0 GPA

*AP and/or IB courses can be used to meet DoDEA requirements
GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Definition</th>
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<tbody>
<tr>
<td>AP</td>
<td>Advanced Placement</td>
</tr>
<tr>
<td>CTE</td>
<td>Career and Technical Education</td>
</tr>
<tr>
<td>DTM</td>
<td>Directive Type Memorandum</td>
</tr>
<tr>
<td>ELA</td>
<td>English Language Arts</td>
</tr>
<tr>
<td>GPA</td>
<td>Grade Point Average</td>
</tr>
<tr>
<td>IB</td>
<td>International Baccalaureate</td>
</tr>
<tr>
<td>JROTC</td>
<td>Junior Reserve Officer Training Corps</td>
</tr>
<tr>
<td>PE</td>
<td>Physical Education</td>
</tr>
</tbody>
</table>

PART II. DEFINITIONS

four to six-year academic/postsecondary plan. A blueprint for a high school academic and postsecondary planning for students attending grades 7-12. The plan guides the decision-making for selecting appropriate classes to fulfill high school graduation requirements to earn a diploma and pursue identified postsecondary and career goals. The plan is developed during middle school (grade 7) or when a student enters a DoDEA high school and updated regularly. It is developed collaboratively by the DoDEA High School Counselor, DoDEA student, and parent/sponsor/legal guardian and updated annually to organize and reflect the DoDEA student's educational coursework, program of studies, and postsecondary aspirations.