



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
HEADQUARTERS  
4800 MARK CENTER DRIVE  
ALEXANDRIA, VA 22350-1400

APR 10 2024

MEMORANDUM FOR DODEA HEADQUARTERS STAFF  
DIRECTORS FOR STUDENT EXCELLENCE

SUBJECT: Directive-Type Memorandum 24-ED-001, "Annual Course Requirements for Incoming Freshmen in School Year 2024-25"

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, 2024, applies to incoming freshmen entering DoDEA schools during school year 2024-25, 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 Organization, 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.

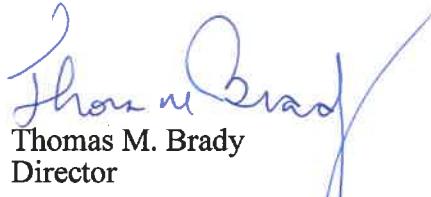
Policy. It is DoDEA policy that all students must meet the respective course requirements outlined in this DTM to receive either a regular diploma or honors diploma.

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 2024-25.

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 laws and DoD and DoDEA regulations, policies, and guidance.

Releasability. Cleared for public release. Available on the DoDEA Issuances Webpage at <https://www.dodea.edu/offices/office-dodea-policy>

  
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 for Student Excellence, District Superintendents, and Community Superintendents. The DoDEA Directors for 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 3 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 2024-25 (Class of 2027-28)**

Minimum Requirements			
Content Area*	Course Requirements	Standard Diploma	Honors Diploma
English Language Arts (ELA)	<ul style="list-style-type: none"> <li>• 1.0 credit (ELA 9)</li> <li>• 1.0 credit (ELA 10)</li> <li>• 1.0 credit (ELA 11)</li> <li>• 1.0 credit (ELA 12)</li> </ul> <p>* 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</p>	4.0 credits	4.0 credits
Social Studies	<ul style="list-style-type: none"> <li>• 1.0 credit (Global Studies Ancient – 1750 or Global Studies 1750 – Present; or Advanced Placement (AP) World History-Modern)</li> <li>• 1.0 credit (U.S. History)</li> <li>• 0.5 credit (U.S. Government)</li> <li>• 0.5 credit (Social Studies elective)</li> </ul>	3.0 credits	3.0 credits
Mathematics	<ul style="list-style-type: none"> <li>• 1.0 credit (Algebra I)</li> <li>• 1.0 credit (Geometry)</li> <li>• 1.0 credit (Math course code 400 or above)</li> <li>• 1.0 credit (Algebra II)</li> </ul> <p>Note: Minimum of 3.0 credits must be taken during grades 9-12</p>	4.0 credits	4.0 credits
Science	<ul style="list-style-type: none"> <li>• 1.0 credit (Biology in the Living Environment)</li> <li>• 1.0 credit (Chemistry in the Earth System)</li> <li>• 1.0 credit (Physics in the Universe)</li> </ul> <p>Note: All courses must include a laboratory component.</p>	3.0 credits	3.0 credits
World Language	<ul style="list-style-type: none"> <li>• 2.0 credits (World Language sequential courses in the same language)</li> </ul>	2.0 credits	2.0 credits
Career Technical Education (CTE)	<ul style="list-style-type: none"> <li>• 1.5 credits (CTE course offering)</li> <li>• 0.5 credit (Personal Financial Literacy)</li> </ul>	2.0 credits	2.0 credits
Physical Education	<ul style="list-style-type: none"> <li>• 0.5 credit (Lifetime Sports)</li> <li>• 0.5 credit (Personal Fitness)</li> <li>• 0.5 credit (Activity and Nutrition or equivalent Physical Education (PE) course)</li> </ul> <p>Note: Two (2) years of Junior Reserve Officer Training Core (JROTC) taken in a DoDEA school fulfills the 0.5 credit requirement for Lifetime Sports.</p>	1.5 credits	1.5 credits

Fine Arts	• 1.0 credit (Course in visual arts, music, theater, and/or humanities)	1.0 credit	1.0 credit
Health	• 0.5 credit (Health education course offering)	0.5 credit	0.5 credit
Honors Diploma	• 0.5 credit in Economic Literacy (see below)	Not Required	0.5 credit
<i>Courses that Satisfy the Economic Literacy Requirement</i>	Business and Personal Finance, Management Foundations, Marketing Entrepreneurship, Financial Algebra, Environmental Science (including AP), AP Human Geography, Economics (including AP), International Baccalaureate (IB) Economics, AP Macroeconomics and Microeconomics, AP Comparative Government and Politics		
<i>Middle School (grades 7 and 8) Courses for High School Credit</i>	World Languages, Mathematics, Science (By Approval) and JROTC (By Approval)		
Summary		Standard Diploma	Honors Diploma
Minimum Total Credits		26.0 credits	26.0 credits
Required Courses		21.0 credits	21.5 credits
Elective Courses		5.0 credits	4.5 credits
AP and/or IB Courses		Not Required	4 courses
Minimum Grade Point Average (GPA)		2.0 GPA	3.8 GPA

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

**ATTACHMENT 3**  
**Reciprocity Requirements for Seniors Starting in the Class of 2027-28**

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		
Content Area*	Course Requirements	Standard Diploma
English Language Arts	<ul style="list-style-type: none"> <li>• 1.0 credit (ELA 9)</li> <li>• 1.0 credit (ELA 10)</li> <li>• 1.0 credit (ELA 11)</li> <li>• 1.0 credit (ELA 12)</li> </ul> <p>* 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</p>	4.0 credits
Social Studies	<ul style="list-style-type: none"> <li>• 1.0 credit (World History)</li> <li>• 1.0 credit (U.S. History)</li> <li>• .5 credit (U.S. Government)</li> </ul>	2.5 – 3.0 credits*
Mathematics	<ul style="list-style-type: none"> <li>• 1.0 credit (Algebra 1)</li> <li>• 1.0 credit (Geometry)</li> <li>• 1.0 credit (Math course code 400 or above)</li> </ul> <p>Note: Minimum of 3.0 credits must be taken during grades 9-12</p>	3.0 – 4.0 credits*
Science	<ul style="list-style-type: none"> <li>• 1.0 credit (Biology or Life Sciences)</li> <li>• 1.0 credit (Chemistry or Physics)</li> <li>• 1.0 credit (Science Elective)</li> </ul> <p>Note: All courses must include a laboratory component.</p>	3.0 credits
World Language	<ul style="list-style-type: none"> <li>• World Language course</li> </ul>	1.0 – 2.0 credits*
Career Technical Education	<ul style="list-style-type: none"> <li>• 1.5 credits (CTE course offering)</li> <li>• 0.5 credit (Personal Financial Literacy)</li> </ul>	1.0 – 1.5 credits*
Physical Education	<ul style="list-style-type: none"> <li>• 0.5 credit (Lifetime Sports)</li> <li>• 0.5 credit (Personal Fitness)</li> <li>• 0.5 credit (Activity and Nutrition or equivalent PE course)</li> </ul>	1.0 – 1.5 credits*
Fine Arts	<ul style="list-style-type: none"> <li>• 1.0 credit (Course in visual arts, music, theater, and/or humanities)</li> </ul>	1.0 credit
Health Education	<ul style="list-style-type: none"> <li>• 0.5 credit (Health education course offering)</li> </ul>	0.5 credit
Summary		Standard Diploma
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

AP	Advanced Placement
CTE	Career and Technical Education
DTM	Directive Type Memorandum
ELA	English Language Arts
GPA	Grade Point Average
IB	International Baccalaureate
JROTC	Junior Reserve Officer Training Corps
PE	Physical Education

### 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.