



# Social Studies Civic Engagement Diploma Seal

Questions?

Contact Joy Hatcher [jhatcher@doe.k12.ga.us](mailto:jhatcher@doe.k12.ga.us)



# Included in This Document

- Why offer the Civic Engagement Diploma Seal?
- Criteria for Earning the Diploma Seal
- District Application Process
- Submitting Seal Requests



# Why

Civic education equips students with the skills they need to succeed in the 21st century – the ability to communicate effectively, to work collectively, to ask critical questions, and to appreciate diversity.

Students will use Civic knowledge and skills their entire life.



# Diploma Seal Criteria



1. State Social Studies Course Requirements
2. American Government Basic Skills Test
3. Application of Social Studies Knowledge
4. Capstone Portfolio Presentation

# Criteria 1: State Social Studies Course Requirements

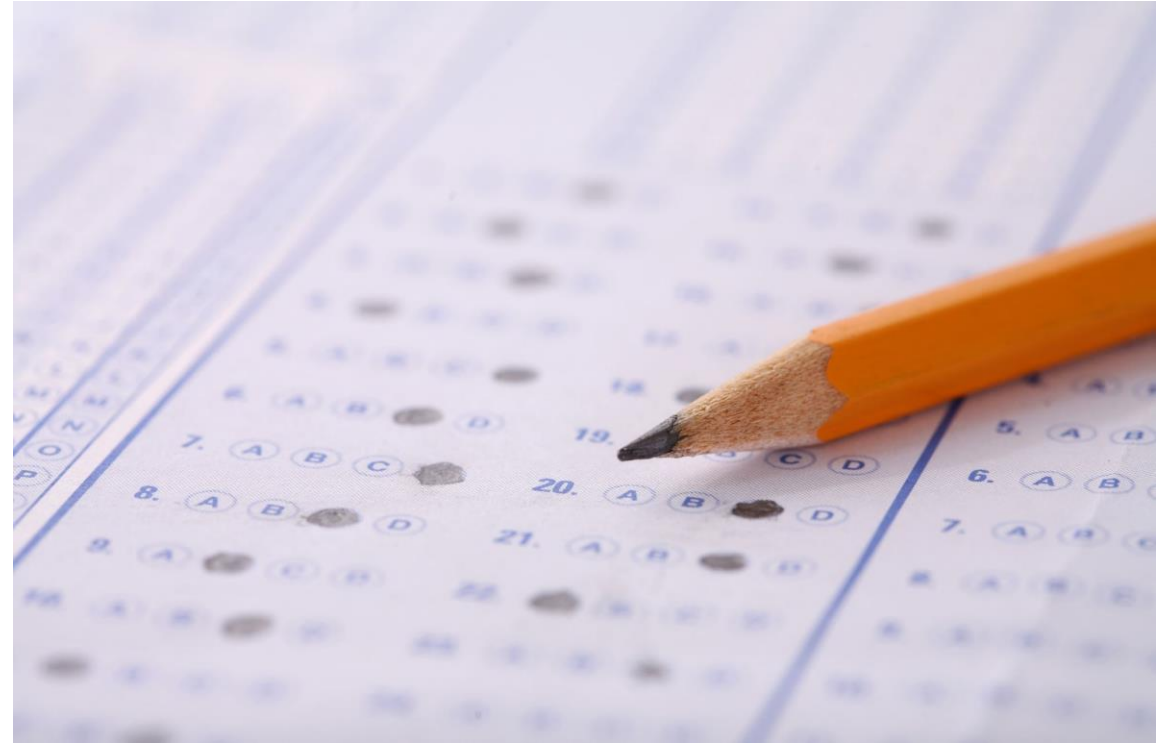
- Students must meet the state social studies course requirements for graduation. (see board rule [106-4-2-.48 HIGH SCHOOL GRADUATION REQUIREMENTS FOR STUDENTS ENROLLING IN THE NINTH GRADE FOR THE FIRST TIME IN THE 2008-09 SCHOOL YEAR AND SUBSEQUENT YEARS.](#))
  - 1 credit of United States History 45.081
  - 1 credit of World History 45.083
  - ½ credit of Personal Finance and Economics 45.061
  - ½ credit of American Government/Civics 45.057
- To find the list of approved substitutes for required courses visit the [State-Funded List of K-8 Subjects and 9-12 Courses.](#)
  - Social Studies courses begin with “45.”
  - Courses approved as substitutes for required courses are identified in the course title section.

HISTORY (GRADES 9-12)		
45.08100	United States History	r
45.08110	Advanced Placement World History: Modern <i>May substitute for 45.08300</i>	c/e
45.08120	U.S. History in Film	e
45.08200	Advanced Placement United States History <i>May substitute for 45.08100</i>	c/e
45.08300	World History	r
45.08400	Advanced Placement European History	e
45.08500	Georgia History	e
45.08600	Local Area Studies/History	e
45.08700	International Baccalaureate History of the Americas, Year One (U. S. History) <i>May substitute for 45.08100</i>	c/e
45.08930	International Baccalaureate History of the Americas, Year Two	e
45.08800	International Baccalaureate Twentieth Century History, Year One	e
45.08810	International Baccalaureate Twentieth Century History, Year Two	e

# Criteria 2:

## American Government Basic Skills Test

- 56 Questions aligned to American Government/Civics GSE
- Test can be reassigned until the student passes with a 70%
- Students can take the American Government Basic Skills test requirement at any time from grades 9-12 to fulfill the requirement.
- The test is available in Word format and may be uploaded into your local LMS or electronic testing platform to administer to students.
- Note: answers to questions 28-29, 40, 45, 46 can change with each election.



# Criteria 3: 50 Service Hour Minimum Application of Social Studies Knowledge - Community Service and Extracurricular Activities

- Complete 35 hours of voluntary participation in community service or extracurricular activities during the student’s high school career. (participation can be counted starting the summer prior to 9th grade)
  - Of the required service hours, a minimum of 15 hours must be obtained participating in civic engagement activities.
  - Additional volunteer hours may be obtained through participation in charitable or service-based organizations or school sponsored extracurricular activities.
  - Beginning the 2018-2019 School year, all students can count previous volunteer experiences and civic engagement participation accumulated from their 9th to 12th grade years to meet service hour eligibility requirements.
- Any student who enlists in the United State Military prior to graduation will be deemed to have met criteria 3.

## Examples of 35 Hour Requirement

<b>Community Service</b> voluntary (unpaid and not mandated) work intended to help (people/environment) in a particular area	<b>Extracurricular Activities</b> School sponsored activity in addition to normal school schedule- <b>outside normal school hours</b>
volunteering in a shelter	BETA Club
litter pick up campaigns	Peer Mediation Club
Boy/Girl scout activities	community service clubs
assisting with disaster recovery	school sponsored service learning

# Criterion 3

## Application of Social Studies

### Knowledge: Civic Engagement Activities

#### Required 15 hour minimum

- A minimum of 15 hours of participation in civic engagement activities is required.
  - Civic Engagement - Defined as individual and collective actions designed to identify and address issues of public concern (applying social studies knowledge).
- Civic engagement hours are not required to relate to community service, but they could.
  - For example, both attending a local board of education meeting and serving on the Superintendent's Student Advisory committee would count towards civic engagement hours.
- Civic engagement hours should not be earned as a course requirement or during school hours.
  - For example, a field trip to the state capital to watch the legislature in session with one's class would not count for civic engagement hours.
  - Speaking about an issue that affects the community at a city council meeting would count as would the time used to research and prepare for that presentation.

#### Examples Adapted from The College, Career, and Civic Life (C3) Framework for Social Studies

- (a) investigating how governments operate (e.g., attending city council, county commission, or school board meetings; serving as a legislative page or intern),
  - (b) engaging in opportunities to discuss and debate current social problems and issues (e.g., attending/participating in discussions at a local Board of Education Meeting, being active in community or neighborhood organizations),
  - (d) participating in high-impact decision-making (e.g., voter registration, participating in club/organization interviews), and
  - (e) participating in simulations of politically related activities (e.g., Model UN, Mock Trial Competition, Youth Assembly)
- note: If the civic engagement related activity occurs during the school day, count instead the hours of preparation for these events.



# Criterion 3: Application of Social Studies Knowledge - Pathways Options

## Pathway & Related Electives

- If the student is enrolled in Social Studies related pathways or Social Studies related electives, the student can obtain a total of 10 hours of **voluntary participation/service credit** for Criteria 3 by successfully passing each course.
- Maximum credit received is 30 hours or 3 courses. Volunteer credit for Pathways and related electives, **cannot count for the 15 hours of required civic engagement activities.**

## Civic Engagement Related Electives and Pathways

### Civic Engagement Related Social Studies Electives

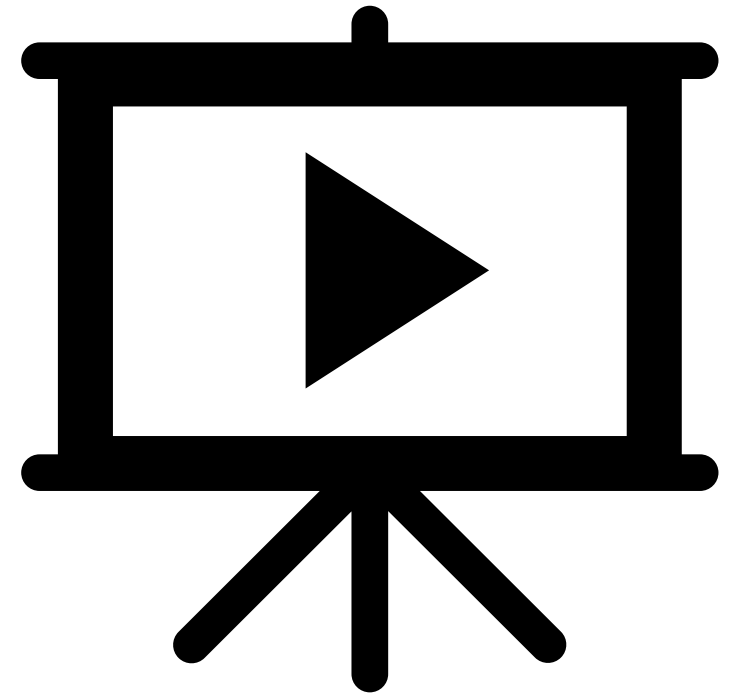
- 45.05600 Constitutional Theory
- 45.05800 Ethics and the Law
- 45.05900 Peer Leadership I
- 45.06400 Comparative Political/Economic Systems
- 45.06000 Introduction to Intelligence and U.S. Security Studies

### Civic Engagement Related Pathways

- Law, Public Safety, Corrections and Security  
<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/cluster-law.aspx>
- Government and Public Administration  
<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Pages/cluster-GPA.aspx>

# Criterion 4: Capstone Portfolio Presentation

- Students must present a capstone portfolio on the knowledge gained in social studies and/or civics/government related courses and activities listed above.
- The process is designed by the district and implemented at the school level.
- Districts should consider in advance, how they manage logistics and local coordinator (building level) support for criteria completion.
  - Data collection
  - Preparation of students for the evaluation process



# Civic Engagement Diploma Seal Application Process

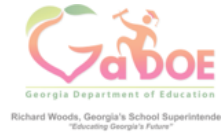


- **Completing the District Application**
- **Capstone Rubric**
- **Requesting Diploma Seals**

# Application Process

## Step 1: Complete the Application

- Only districts or RESAs may complete the application.
- Once approved, there is no need to submit new applications unless there are major changes to the district level program or the rubric.
  - Notify GaDOE if the diploma seal coordinator changes.



### Social Studies Civic Engagement Diploma Seal District Application

**Instructions:** Districts or RESA should submit an electronic copy (PDF) program approval. Notification of application status will be sent within two weeks.  
 Submit documentation to: Joy Hatcher, Social Studies Program Manager, Georgia Department of Education, [jhatcher@doe.k12.ga.us](mailto:jhatcher@doe.k12.ga.us)  
 For questions regarding this seal, contact: Joy Hatcher, 404-975-7713, [jhatcher@doe.k12.ga.us](mailto:jhatcher@doe.k12.ga.us)

#### I. General Information

School District:		
Name of Superintendent:		
District Mailing Address:		
City:	State:	ZIP Code:
Civic Engagement Diploma Seal Coordinator:	Email:	Phone:

#### II. Certification Signatures

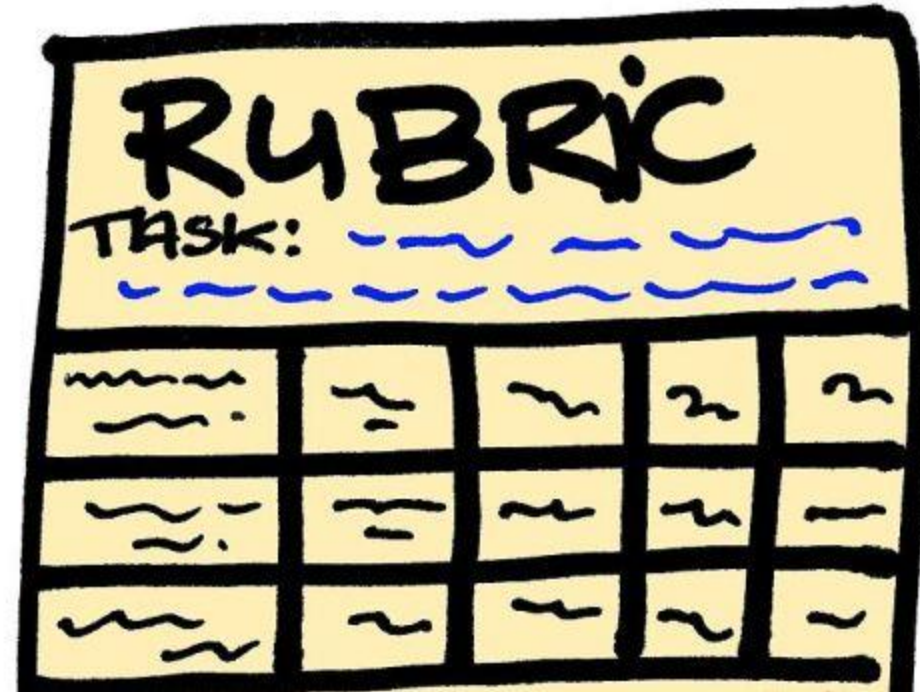
*We, the undersigned, certify that the information contained in this application is accurate and complete to the best of our knowledge; that the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations will be met; and, that the indicated school district is providing the necessary courses/opportunities as part of the curriculum; that a local coordinator at the district level has been appointed; and that a list of qualifying seniors will be submitted to the GaDOE by April 15 of each year upon approval of this application.*

Signature of Civic Engagement Diploma Seal Coordinator:	Date Signed:
Signature of District Superintendent:	Date Signed:

# Application Process

## Step 2: Capstone Rubric

- The capstone rubric can be submitted after approval is received to provide time for your teachers to be involved in its development.
- When developing the rubric, consider all elements of the diploma seal criteria, district goals, and its purpose.



# Application Process

## Step 3: Seal Request

- Send a list of qualifying seniors to Joy Hatcher [jhatcher@doe.k12.ga.us](mailto:jhatcher@doe.k12.ga.us).
- Complete the [Seal Request Form](#) no later than April 15 in order to provide time for packaging and sending seals.
  - Submitting the form is certification that seniors included in the list have met all criteria are eligible to receive the diploma seal.

	A	B	C	D
1				
2	First Name	Last Name	School	District
3	First	Last	Hatchers High School	Bluebeard County
4	First	Last	Hatchers High School	Bluebeard County
5	First	Last	Hatchers High School	Bluebeard County
6	First	Last	Hatchers High School	Bluebeard County
7	First	Last	Hatchers High School	Bluebeard County
8	First	Last	Hatchers High School	Bluebeard County
9	First	Last	Hatchers High School	Bluebeard County
10	First	Last	Hatchers High School	Bluebeard County
11	First	Last	Hatchers High School	Bluebeard County
12	First	Last	Hatchers High School	Bluebeard County
13	First	Last	Hatchers High School	Bluebeard County
14	First	Last	Hatchers High School	Bluebeard County
15	First	Last	Hatchers High School	Bluebeard County
16	First	Last	Hatchers High School	Bluebeard County
17	First	Last	Hatchers High School	Bluebeard County
18	First	Last	Peach Wood High School	Bluebeard County
19	First	Last	Peach Wood High School	Bluebeard County
20	First	Last	Peach Wood High School	Bluebeard County
21	First	Last	Peach Wood High School	Bluebeard County
22	First	Last	Peach Wood High School	Bluebeard County
23	First	Last	Peach Wood High School	Bluebeard County
24	First	Last	Peach Wood High School	Bluebeard County
25	First	Last	Peach Wood High School	Bluebeard County
26	First	Last	Peach Wood High School	Bluebeard County
27	First			
28	First			
29	First			
30	First			
31	First			
32	First			
33	First			
34	First			
35	First			