

INDIVIDUALIZED LEARNING: EEJA (R)
 CREDIT BY EXAMINATION WITH PRIOR
 INSTRUCTION

ELIGIBILITY Credit by Examination (with prior instruction) is an option for students who have had previous formal instruction but who have not earned credit for one or more specific courses. However, if a student has lost eligibility to participate in interscholastic league/extracurricular activities, Credit by Examination will not change eligibility status. Acknowledgment of extenuating circumstances and approval by the campus principal are required for Credit by Examination.

Unless there are extenuating circumstances, students who fail a course should retake the course through summer school, night school, correspondence course, or during the next school year.

REGISTRATION A registration form must be requested from the school. The registration form must be signed by the student, parent, counselor, and principal.

A campus administrator shall interview the student and parent(s) concerning the maturity level of the student and the advantages and disadvantages of Credit by Examination and encourage the retaking of the grade level or course.

FEES An administrative fee shall be charged to cover costs of the examination. If the parent or guardian has applied for and is eligible for the student to receive free/reduced price meals, part or all of the fee may be waived. All fees are payable when the registration form is returned to the school office.

The fee for grades 1-8 shall be approximately \$25 per subject area (Language Arts, Mathematics, Science, and Social Studies) approximately \$100.

The fee for grades 9-12 shall be \$15 per semester course (one unit = \$25).

TEST PROCEDURES Testing shall be scheduled through a school counselor according to an examination

calendar developed by the District Testing Coordinator or according to State-approved University testing options if the parent requests an alternate test.

PLACEMENT/CREDIT Students in grades 1-6 must score 70% or higher on a criterion-referenced test in each of the following subject areas: Language Arts, Mathematics, Science and Social Studies in order to regain credit for that grade level.

The middle school student in grades 6-8 may be advanced one grade level according to the elementary student requirements.

The high school student in grades 9-12 may be awarded credit for a specific course tested if all requirements are met. The District mastery examination score shall be recorded on the student's Academic Achievement Record if the grade is 70 or above. This credit shall count toward graduation requirements but shall not be included in class ranking. Honors level credit shall not be awarded for Credit by Examination.

RETEST/WAIVER A student may not retake the District-provided examination. If a parent or student requests an alternate examination, the District may administer a test purchased by the parent or student from a State Board approved university.

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| ISSUE DATE: 2/28/00 |
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