

Amherst Exempted Village School District Credit Flexibility Guidelines

Overview

Credit flexibility allows students to earn credit by demonstrating academic and skill level performance through a variety of educational options. Students may pursue alternative coursework or create a plan to demonstrate subject area competency. Approved credit awarded through these guidelines will be posted on the student's transcript and counted as required graduation credit in the related subject area or as an elective.

The school district will communicate the aspects of the credit flexibility policy and program regularly on the district website, in the annual high school student handbooks and in the High School Course Selection Guide.

The Credit Flexibility Committee will review the credit flexibility guidelines annually and necessary data will be submitted to the Ohio Department of Education.

Any student and /or parent may apply for credit to be awarded through Credit Flexibility. The student and/or parent will submit the completed Credit Flexibility Application. The student and/or parent may be required to provide supporting documentation as determined by the Credit Flexibility Committee.

The student/parent assumes all of the financial and transportation obligations of the alternate course work. Obligations may be related to tuition, textbooks, fines, fees, and job-specific uniforms.

Review of Application

The Credit Flexibility Committee will review the application. Upon approval of a completed application, the student will proceed with the learning activity and credit will be awarded as outlined in the approved application. The Credit Flexibility Committee may consult (if not already included on the committee) with the chairperson of the related department.

Awarding Credit

The student will be eligible to receive credit upon satisfactory completion of the alternative coursework, activity, assessment and/or performance as required by the Credit Flexibility Committee. The following standards and guidelines apply to credit awards:

- The total number of credits is unlimited.
- Course may count toward credit required for graduation in a subject area or for an elective.
- Credit may be awarded for courses that do not appear in the local curriculum, yet should follow and/or be linked to the Ohio Academic Content Standards. The student may be awarded up to a single credit per course, as approved by the Credit Flexibility Committee. Units of credits may be awarded in intervals no less than one quarter credit. See Academic Content Standard Link – <http://education.ohio.gov/GD/Templates/Pages/ODE/ODEPrimary.aspx?Page=2&TopicID=1695&TopicRelationID=1696>

- Credit can be earned simultaneously for: 1) Secondary and post-secondary credit; 2) Academic and career technical experiences, or 3) More than one academic content/course area.
- As approved, credit may be earned from other districts and other educational providers (including on-line providers).
- If a student transfers from another district and the student has not completed credit approved by the other district, the Credit Flexibility Committee shall consider this a new application for credit. The Credit Flexibility Committee may consider partial completion toward partial credit or toward total credit (if completed).
- Credits completed in another district before transfer to Amherst Exempted Village Schools shall count as graduation credits as awarded by the sending district. The Credit Flexibility Committee may review the transfer credit to determine substitution for specific courses or adequacy as a pre-requisite course.
- Tests or assessments used to determine advancement and course credits will be given annually in August, December and May due to planning for the subsequent school semester. Applications are due August 1st, November 1st and May 1st. If a test or other assessment is used, the student must score at a level to be determined by the Credit Flexibility Committee in order to receive credit and advance.
- If the student fails to make adequate progress on coursework, the approval to further pursue the proposed credit may be revoked and a failing grade will be posted to the student's transcript.

Determining Grades

- All credit flexibility course credit will be reported as a satisfactory/unsatisfactory grade unless the Credit Flexibility Committee chooses to award a letter grade. The letter grade will not be weighted and will be posted on the transcript and included in the student's GPA. The Credit Flexibility Committee will determine the grade.
- If a student fails to complete the alternative coursework, activity, assessment or performance as stated in the application and determined by the Credit Flexibility Committee, the approval to pursue the proposed credit will be revoked and a failing grade may be reported.
- If a student is unable to complete the credit due to illness (with a medical excuse or other good reason) the Credit Flexibility Committee may extend the time permitted or revise the requirements. If the student does not intend to complete the credit and there has been an illness or other good reason, the application may be revoked by the Credit Flexibility Committee without posting a failing grade.
- The grade must be posted before the credit can count toward graduation, including early graduation.
- Should a student transfer to another district in Ohio, upon request of the student or parent, the district shall forward a copy of the approved application to the new district for their consideration.

Access

This policy does not in any way prohibit access to on-line education, postsecondary options or services from another district approved by the Board of Education.

Application Procedures

- ___ application submitted to records secretary
- ___ review of application
- ___ Credit Flexibility Committee reviews applications
- ___ Student receives approval copy

Application for Credit Flexibility

It is recommended that this originate in GUIDANCE with Counselor/Student conference

Counselor Signature: _____ Date: _____

STUDENT INFORMATION

Date of Application: _____ Proposed Course Completion Date: _____

Student Name: _____ Grade: _____ ID#: _____

Course/Option: _____

- | | |
|--|-----------------------|
| ___ Test or Assessment (Midterm/Final) | ___ Coursework |
| ___ Online Learning | ___ Field Experience |
| ___ Project Based Learning | ___ Internship |
| ___ Mentorship (working with a mentor) | ___ Independent Study |
| ___ Other | |

Please provide a thorough description of the proposed coursework. You may provide attachments:

Is there a school, organization or individual(s) to support your proposed credit flexibility plan? If yes, please provide contact information:

How will you demonstrate mastery? Please be specific (Credit Flexibility Committee may require additional information):

Final grade: Satisfactory/Unsatisfactory Letter Grade*(*unweighted and counted in GPA)

I respectfully submit this application: _____
(Student Signature)

(Parent Signature)

I support the application: _____
(Advisor/Mentor if applicable)

*** Please submit application to records secretary.**

*** Upon submittal, the Credit Flexibility Committee will review the proposal and notify you of application status within three weeks of application deadline.**

Amherst Village Exempted School District
Credit Flexibility Review

To be completed by Credit Flexibility Committee

Name of Student: _____ Date of Review: _____

Credit Flexibility Committee Members (position): _____

- Approved for Credit Approved for Credit with recommendations
 Not Approved

More information is required: _____

Requirements to earn credit: _____

Method to determine final grade: _____

Final date for completion: _____

Graduation Requirement: _____

Elective Credit in: _____

Amount of credit: _____

Final grade: _____ Satisfactory _____ Unsatisfactory _____ Letter Grade