

Standards of Learning Tests and Graduation Requirements:  
Alternative Methods for Granting Credit

I. Standard Unit of Credit

A. Generally

A student may be granted standard units of credit toward graduation through one of the alternative methods listed below.

1. The scope of the course is comparable to a corresponding course in the program of studies offered in the school division.
  - a. One hundred and forty clock hours of instruction or its equivalent is provided for one unit of credit.
  - b. The student has met the aims and objectives of the course through mastery of predetermined skills and knowledge as evidenced by teacher made tests, examinations, criterion referenced tests and/or standardized achievement tests.
2. College course where
  - a. Prior written approval has been granted by the principal.
  - b. Acceptance of the student by the college to the course.
  - c. The course is given by the college for degree credit.
  - d. One high school credit for a two-semester (six college credit) course of one-half high school credit for a one-semester (three college credit) course.
3. The student is approved for alternative education credit for work in the community or public sector.
  - a. One credit per 540 hours of paid employment or volunteer activities per year.
  - b. The place of employment/work receives prior approval from the alternative education coordinator based on the availability of learning experiences.
    - a. The student will keep a record of all activities relating to work experience. This record shall include date, time, type of activity and be certified by a parent/guardian and/or the employer, and the student. A minimum of 540 contact hours must be certified.

#### 4. Independent Study Program

- a. Independent study programs must be approved by an independent study review committee appointed by the principal.
- b. All independent study programs shall involve a minimum of 140 clock hours.
- c. The student will meet with the assigned teacher at least once per week and more as necessary. Three consecutive unexcused absences will result in withdrawal from the independent study program.
- d. The student will submit assigned work according to scheduled due dates. After an excused absence, work missed must be made up within one week.
- e. Failing work or missed work for three consecutive weeks shall result in reconsideration by the screening committee to determine if the student is to remain in the independent study program.
- f. The student will keep a written record of all activities relating to independent study. This record shall include date, time type of activity, and be certified by a parent/guardian and the student. A minimum of 140 contact hours must be certified.
- g. All completed and graded papers are to remain with the alternative education teacher in the student's folder.
- h. In order to receive a standard unit of credit, the alternative education student must appear on the roll of a regular classroom teacher who is endorsed in that subject area, and complete a program which has been developed cooperatively by the alternative education teacher and the classroom teacher to whom the student is assigned or must satisfy by the achievement standards established by the independent study review committee.

#### B. Limitations

No student shall earn more than two units of credit under an alternative education program during any one regular school year, nor shall a student earn more than one unit of credit under an alternative education program during any one summer.

A student enrolled in courses through the alternative education program may be enrolled in courses leading to a total of no more than eight (8) credits at any one time.

C. Regulatory Authority

Beginning in the middle school years, students shall be counseled as to opportunities for beginning post secondary education prior to high school graduation. Students taking advantage of such opportunities shall not be denied participation in school activities for which they are otherwise eligible.

Wherever possible, students shall be encouraged and afforded opportunities to take college courses simultaneously for high school graduation and college degree credit, under the following conditions;

1. prior written approval of the high school principal for the cross registration must be obtained;
2. the college must accept the student for admission to the course(s); and
3. the course must be given by the college for degree credit (hence, no remedial courses will be accepted.)

Schools that comply with this standard shall not be penalized in receiving state appropriations. Schools and colleges are strongly encouraged to provide such opportunities to the secondary students at no tuition cost to the individual or his or her family.

II. Verified Credit

See Policy IKFA – Locally Awarded Verified Credit

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Cross Refs.: IKF Standards Of Learning Tests And Graduation Requirements  
IKF-R1 Graduation Requirements