

Credit for Proficiency

Proficiency-Based Credit

Credit awarded by the Corvallis School District may be based upon evidence of proficiency in mastering recognized standards associated with each credit. The district shall have the latitude to determine which courses may be offered in a proficiency based mode. Proficiency is defined as sufficient evidence of student-demonstrated knowledge and skills that meet or exceed defined levels of performance. Students will have the opportunity to earn credits through:

1. Classroom based courses through the demonstration of proficiency.
2. Community based learning through the demonstration of proficiency.
3. Credit through the demonstration of proficiency for home schooled students entering high school after the first semester of the 9th grade year.

The intent of offering credit for proficiency is to:

1. Base the award of course credit on proficiency.
2. Provide more options for students.
3. Encourage student engagement in learning beyond the classroom in real-world contexts.
4. Personalize and bring increased relevance to a student's high school education.

General Guidelines

Credit for In School Courses by Evidence of Proficiency

1. Teachers may award credit and grades for approved district courses based on evidence that the students enrolled in that course have met the state and district standards identified for that course. If no Oregon state standards for the course exist, standards may be determined and approved by the school principal (in consultation with a teacher knowledgeable in the content area) using another industry-based, national, or state recognized set of standards.
2. If a course is offered in a credit for proficiency model, teacher prepared assessments will correspond with the standards identified by the principal and the teacher and will assess student mastery of each standard.

3. Students taking courses offered in a proficiency based model must master all selected standards for the course to receive credit. Students who have not mastered all standards by the end of the term will receive an incomplete with the expectation of continuing to work toward mastery of each standard. If the student demonstrates mastery of all standards within the following semester, the teacher will replace the incomplete with a grade and the student will receive credit.

Credit for Community-Based Learning by Proficiency: Classes or Experiences

1. Students may earn credit for courses outside a regular school program if the district currently offers the same course in a proficiency based model. The student must demonstrate mastery of the standards for that course through assessments used in the district course. The student will be assigned a letter grade which will be transcribed along with the course credit. As proscribed by No Child Left Behind, a highly qualified teacher must evaluate the assessments if the credit is in a content area covered by highly qualified rules.
2. Students may earn credit for courses or community experiences not offered in the district if the following criteria are met:
 - a. Student must discuss the planned proposal with an administrator and receive permission to proceed.
 - b. Student must find a teacher willing to oversee the student's proposed course activities and to mentor the student as needed. If the course is in a content area covered by highly qualified rules, the teacher mentor must be highly qualified in that content area.
 - c. Student shows evidence of meeting recognized state standards or, if no state standards for a course exist, standards from another industry based, national, or state recognized source as determined and approved by the building principal (in consultation when possible with a teacher knowledgeable in the content area).
 - d. Student submits a proficiency-based credit application according to the school's timeline. As part of the application, the student will complete a Planned Course Statement detailing the learning, the proficiency standards, the criteria for assessing the standards, a timeline for completion, and the amount of credit to be awarded.
 - e. At least one administrator will review the application. The student will be notified within 30 days if the application and the teacher mentor have been approved or denied. If an application is denied, the specific reason(s) will be communicated to the student with suggestions for revision, if revision will be allowed. Otherwise, the site decision is final.
 - f. The student will complete the assessment/evidence of proficiency according to criteria provided by the school and in compliance with the timeline.
 - g. The assessments/evidence will be reviewed by the administrator approving the initial application, at least one teacher, and if the teacher is not an expert in the field of study, one expert in the field of study who is approved by the administrator. The student may be required to attend all or part of a review session. The adult evaluation team will determine whether the evidence satisfies the proficiency criteria for the course and assign credit with a grade of Pass (P). The determination will be recorded on an evaluation form. A copy of this form will be kept on file at the school. Another copy will be given to the student.
 - h. If the evaluation team grants credit, the mentor teacher will award the credit.

Credit for Home Schooling Through the Demonstration of Proficiency

After the first semester of what would have been the student's 9th grade year, home schooled students entering high school may demonstrate proficiency for credit through one or more of the following means:

1. Examination or demonstration approved by a highly qualified teacher.
2. Nationally or state recognized examination(s).
3. Portfolio of evidence approved by a highly qualified teacher.
4. Successful completion of a more advanced standards based course requiring mastery of prerequisite knowledge in a lower level course.

The purpose of this policy is to allow for the possibility of a home-schooled student to enter high school and graduate in timely way.

The evidence demonstrating proficiency must show that the student has met the standards for the course for which the student is receiving credit.

Application and Planned Course Statement for Credit for Proficiency
Applies to Community Based Learning Experiences Not Offered in the Corvallis School District

Administrative signature indicating pre-approval of the proposal _____

Student name _____ School _____ Grade _____ Semester 1 or 2 (circle one)

Address _____ E-mail _____

Home phone _____ Cell phone _____ Timeline for completion of the course: _____ MM/YY

Proposed amount of credit to be awarded _____ Signature of teacher mentor _____

The student will demonstrate proficiency on the following standards:

Standard	Evidence of Meeting Standard	Criteria for Evaluating Proficiency in the Standard

Source of standards: Corvallis School District Oregon Department of Education

If no state or district standards exist, provide below the source of a state or nationally recognized standards and a way for the district to verify these standards. _____

Student signature _____ Parent signature _____ Date _____

Application: Approved or Denied (circle one) If denied, the reason is _____

Student may revise: Yes or No (circle one) Suggestions for revision _____

Administrator signature _____ Date _____

Evaluation of Credit for Proficiency for Community Based Learning Not Offered in the Corvallis School District

Student name _____ School _____ Grade _____ Semester 1 or 2 (circle one)

Standard	Evidence of Meeting Standard Please note below whether evidence was provided as agreed in the application and planned course statement.	Criteria for Evaluating Proficiency in the Standard Please note below whether the evidence meet the criteria for demonstrating proficiency in the standard.

This student has met all standards agreed upon in the application and planned course statement: Yes No

Credit with a grade of P will be awarded as agreed in the application and planned course statement: Yes No

Revision to earn credit will be allowed: Yes No NA

Suggested revision _____

Deadline for revisions to be submitted: Month _____ Day _____ Year _____

Signatures of evaluation committee:

Administrator

Teacher

Expert in the Field