

McMinnville School District #40

Code: JECDA-AR
Revised/Reviewed: 9/13/04; 12/12/11
Orig. Code: JECDA-AR

Transcript Evaluation Procedures

The principal or designee will conduct an evaluation of transfer student transcripts and other documentation as may be required to determine:

1. The value of course credits earned;
2. Acceptance or rejection of credit and grades;
3. The number of years of school attendance or equivalent; and
4. Subsequent placement of students in district schools.

Awarding of Credits

1. Students transferring from a standard Oregon public school or another state's standard school will receive credit for previously completed courses and attendance on the same basis credit and attendance are accepted for such courses completed in district schools.
2. Students transferring from another school district's approved alternative program or a private alternative program accredited with the Oregon Department of Education (ODE) or other state's department of education will receive credit for previously completed courses and attendance on the same basis credit and attendance are accepted for such courses completed in district schools.
3. Students transferring from an accredited private school will receive credit for previously completed courses and attendance on the same basis credit and attendance are accepted for such courses completed in district schools. (Credits earned for classes of a sectarian nature will not be accepted. Students may be required to submit course descriptions or other documentation as may be deemed necessary, to determine whether a course is primarily sectarian in nature.)
4. Students unable to validate credit will be scheduled/rescheduled at the appropriate grade or course level and the credit(s) in question denied. (moved from section "Validation of Credits")
5. Student transferring from a home study program under ORS 339.035 shall not be given credit for homeschool instruction except as provided for in district policy IBDJA-AR Home Schooling, under section 4, Partial Enrollment.

Grade-Level Placement

1. Students will be placed in the grade level or course best suited to their needs, based on the district's evaluation of the student's transcript and/or other documentation, assessment, portfolio/work sample evidence as may be required by the district.

2. If the student is unable to provide appropriate documentation, the school principal or designee will make the grade level determination based upon district-administered assessment(s) as deemed appropriate.

Grades/GPA Academic Awards

Students transferring from the following programs may receive, subject to procedures established by the district, the grades/GPA value earned from the student's previous school(s) for purposes of determining a student's cumulative GPA, academic recognition and awards.

1. Standard Oregon schools and other states' standardized schools;
2. Another school district's approved alternative program;
3. A private accredited alternative program with ODE or another state's department of education;
4. An accredited private school.

GRADUATION REQUIREMENTS

1. Students transferring from another Oregon public school, district alternative program, or accredited private program, must show evidence of successfully meeting the Essential Skills requirements for the graduation year cohort. Evidence documented on student transcripts will suffice as successfully meeting this requirement.
2. Students transferring from another Oregon public school, district alternative program, or accredited private program, must show evidence of successfully meeting the Personal Education Plan requirements for the graduation year cohort. Evidence documented on student transcripts will suffice as successfully meeting this requirement.

Appeals

Transcript evaluation decisions may be appealed to the superintendent.