

Procedure for Credit for Proficiency

The district recognizes that students transfer into the district with transcripts from other schools/programs or documentation and/or evidence from home schooling. All credits earned from other schools/programs will be evaluated to determine several points:

1. Credits that may be transferred into the district;
2. Credits on the transcript that meet the district's requirements for graduation credits;
3. Credits that have been earned in an accredited alternative education program;
4. Evidence from home schooling documentation.

The district recognizes alternative education programs registered and approved by the Oregon Department of Education, provided they comply with all rules and statutes applicable to public schools, as per OAR 581-022-1350. The district recognizes accreditation of a school or program by the National Association of Schools and Colleges and any of its regional affiliates.

Awarding Of Credits

1. Students transferring from a standard Oregon public school or other states' 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 district's approved alternative program or a private alternative education program registered 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, work samples, or other documentation/evidence as may be deemed necessary, to determine whether a course is primarily sectarian in nature.

4. Students transferring from an alternative program not registered as provided above, from a non-accredited private school or from a home study program under ORS 339.035, will have their academic program evaluated by the district to determine whether the program complies with all rules and statutes applicable to public schools and may receive credit at the discretion of the district, for previously completed course work and attendance by:
 - a. Successfully passing an appropriate challenge exam;
 - b. Providing portfolio/work sample evidence, which demonstrates equivalent knowledge or skill;
 - c. Providing documentation of prior learning activities or experiences appropriate to the course of study.

Credit approval will be granted only when the student has demonstrated by clear and convincing evidence that he/she has achieved the same level of knowledge or skill as would have been accomplished by successful completion of the district course(s) for which credit has been requested. Evaluation cost may be charged to the student.

5. Students may be required to submit course descriptions, other documentation or evidence as deemed necessary, including hours of instruction, to assist district officials in determining credit and attendance to be accepted.
6. Parents will be expected to pay for time spent by staff to evaluate documentation or portfolio evidence. The cost of the evaluation will be two hours of time at current curriculum development rate per class (.5 credit). Money will be collected prior to the evaluation. Staff evaluating the material will determine any credit to be awarded.

Validation of Credit

1. The district may, at its discretion, require validation of credit from students transferring from non-accredited schools and non-registered alternative programs, by requiring that the student complete an assessment or provide equivalent portfolio/work sample evidence.
2. The district may conditionally accept credit from students transferring from non-accredited schools and non-registered alternative programs. Students must successfully complete one trimester of classes in the appropriate corresponding subjects prior to credit being granted.
3. Students unable to validate credit by successfully completing appropriate course work at the district, will be scheduled/rescheduled at the appropriate grade/course level and the credit(s) in question denied.

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, etc. as may be required by the district.

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

Grades/GPA Academic Awards

1. Students transferring from the following programs may receive, subject to meeting the above requirements, the grades/GPA value earned from the student's previous school(s), program(s) for purposes of determining a student's cumulative GPA, academic recognition and awards:
 - a. Standard Oregon schools;
 - b. Other states' standardized schools;
 - c. Another district's approved alternative program;
 - d. A private alternative program registered with ODE or other states' department of education;
 - e. An accredited private school.
2. The district may include other schools and programs such as non-accredited, non-registered, independent study, foreign study and home-school programs as deemed appropriate. All home school classes, accepted for credit, will be awarded such credit on a pass/fail basis.

Appeals

Transcript evaluation decisions may be appealed to the superintendent.