Appendix C Request for Acceptance Out of District Credit

Requests for acceptance of outside credit toward high school graduation may be submitted from a non-district public high school, an accredited private school, a post secondary institution providing non college credit. Acceptance of such credits is limited to a total of 3 credits for courses offered by district high schools. In addition, classes may also be accepted if the student is not able to take the class in his/her high school because of scheduling conflicts, or because the class is not available in his/her high school.

This form must be submitted and approved prior to taking the class.

Name		Date	
School			
1.	. Name of the class (include location, amount of time being experiences):	g spent and type of	
2.	 Objectives of the class (what skills, concepts and/or proc interdisciplinary content knowledge area will be learned) 		
3.	s. Length of time spent in class and how credits are to be d	letermined:	
4.	 Content outline of the program and/or major learning ac materials to be used: 	tivities, and instructional	

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5. Description of how student performance shall be	pe assessed:	
6. Name and qualifications of the instructional per	rsonnel:	
7. Reason the class cannot be taken at a district h	nigh school:	
Required Signatures		
Supervising Instructional Personnel	Date	
Parent/Guardian	Date	
Student	Date	
Action		
■ Request for out of district credit approved. To complete the process the student must submit a transcript from the accredited school.		
Request for out of district credit not approved. Reason:		
☐ Further information needed:		
Principal or designee	Date	

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