

Adopted:

Revised: 2006, 2009, 2012

620 CREDIT FOR LEARNING

I. PURPOSE

The purpose of this policy is to recognize student achievement which occurs in Post-Secondary Enrollment Options and other advanced enrichment programs. The purpose of this policy also is to recognize student achievement which occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to develop and provide processes and procedures by which students may meet a graduation requirement for a content standard, whether the school district offers the content standard in its curriculum or the student accomplishes the work in another learning environment. The school district will provide a process for transfer of standards completed in another Minnesota school district, recognition of work completed in other schools and post-secondary institutions, and credit for standards achieved in extracurricular activities, activities outside the school, previous learning, and community and work experiences.

III. TRANSFER OF CONTENT STANDARDS

- A. The school district will transfer high school content standards achieved in earlier grades or in other schools on standards-based programs to the student's record upon admission, completion of a summer school program or the like.
- B. When a student transfers into the school district from another Minnesota public school district, any standards completed in the sending school district, along with scores recorded by the sending district, shall be recorded as completed with a notation indicating the identity of the school district from which the records are transferred.
- C. Students may be advised of the opportunities available to complete further requirements and electives.

IV. RECOGNITION OF COMPLETED WORK FOR CONTENT STANDARDS

- A. The school district will translate work completed by eligible students electing to complete content standards pursuant to Policy 613, including those with special needs, in school (K-12, post-secondary or other) which have not reported achievement according to the Minnesota Graduation Standards, into standards completion equalization.
- B. When a student transfers into the school district with a transcript from a school or school district other than a Minnesota public school district, the following shall be the policy and procedure for recognizing such previous achievement for those eligible students electing to complete content standards pursuant to Policy 613:
 - 1. When the student has been scored with a performance assessment that fulfills or approximates the provisions of a full standard, the standards completed shall be treated as if they had been accomplished in a Minnesota public school;
 - 2. Effort shall be made to ascertain the content of courses, programs, and learning previously achieved to credit the student as fully as possible for previous learning. This may include asking the student or the sending school to verify content of completed courses and programs when that content is not clear from the transcript.

V. CREDIT OF CONTENT STANDARDS BY ASSESSMENT

- A. The school district will provide eligible students electing to complete the content standards pursuant to Policy 613, including those with special needs, with the opportunity to receive credit for standards achieved in extracurricular activities, activities outside of school, previous learning, and community and work experiences.
- B. When a student requests recognition of work completed but for which no academic transcript exists, the student shall make application to the principal.
- C. Not more than sixty (60) days after the application is filed, the principal shall inform the student and the student's parents what evidence must be presented to certify the completion of the content standard. Evidence of completion might include letters of support and explanation from individuals or organizations who have actually witnessed the student's demonstration of the standard, oral or written tests or interviews, actual performances or demonstrations assessed by district staff or others knowledgeable in the specifications of the standard, and/or other as appropriate for the individual situation.

- D. Upon the principal's determination of successful submission of the required evidence, content standard shall be noted on the transcript, with a score if appropriate, and a notation of where and when the standard was completed and verified.

VII. POST-SECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a post-secondary enrollment options course or program or on-line learning course or program under Minn. Stat. 124D.09, that has been approved as meeting the necessary requirements, is not required to complete other requirements of the content standards adopted by the school district corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a post-secondary enrollment options course or program or on-line learning course or program shall be counted toward the graduation and credit requirements of a student completing the Minnesota Academic Standards.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the PSEO institution or school district.

Legal References: *Minn. Stat. 120B.02 (Educational Expectations for Minnesota's Students)*
Minn. Stat. § 120B.021 (Required Academic Standards)

Minn. Stat. 120B.11 (School District Process)
Minn. Stat. 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. 124D.095 (On-Line Learning Options)
Minn. Rule Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards – Mathematics and Reading)
Minn. Rule Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards – Written Composition)
Minn. Rules Parts 3501.0505-3501.0635 (K-12 Standards)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)