

## PROCEDURES

Credit Acceptance Options for High School Students

---

In recognizing its responsibility to uphold the minimum educational standards of the State of Michigan, the Board authorizes the Superintendent to establish administrative procedures for the acceptance of credits through testing out; credit recovery; from other public and/or private schools; dual enrollment; summer school and/or after school programs; home school; correspondence schools; and virtual/online schools. Roosevelt High School Administration will develop administrative procedures, which outline how and which credits may be accepted.

In order to ensure the integrity of the academic coursework, and realistic expectations for students pursuing extra credits by alternative means, all credits accepted must confirm to the State-mandated Michigan Merit Curriculum and Wyandotte Public Schools Graduation Requirements Policy and Procedures. Additionally:

- Credit acceptance options must be pre-approved by a school administrator.
- Credit earned for each class will be transferred as follows: 1 semester will be granted 0.5 credits.
- The Michigan Department of Education, or one of the regional accrediting agencies recognized by the U.S. Department of Education and/or the International Council of School Accreditation Commission, must approve the Institutions and/or companies selected for credit earned outside of Roosevelt High approved classes.
- All correspondence assessment tests must be administered by RHS Staff.
- A student may take alternative credit options for a combined maximum of 4 units (8 classes) of credit recovery classes, summer or after/school classes, correspondence classes, or outside adult education or programs at other accredited schools to be applied to their RHS graduation requirements.

Upon new enrollment, the District reserves the right to assess transferring credits for course content, student demonstrated knowledge, appropriate assessment, and compliance with established State requirements prior to granting credit acceptance and/or as a prerequisite to grade level placement.

The Board of Education must be appraised of changes in the established administrative procedures prior to their implementation.