NON-DISTRICT 155 COURSE CREDIT-TRANSFER REQUEST

Student Name:_____

Grad Year:_____   Date:_____

☐ CG   ☐ CLC   ☐ CLS   ☐ PR   ☐ HOC

Course Name:_____ Course Taxonomy: _____

School where course will be taken:_____ University Credit: Yes / No

Term course must be completed: ☐ Fall semester ☐ Spring semester   ☐ Summer   Year_____

NOTE: An official transcript including the course listed must be turned in upon completion of the course and minimally two weeks prior to graduation.

Reason for taking course: _____

_____

_____

Please read below, District 155 Board Policy 6:310 regarding transferring in credit from other institutions:

A student enrolled in a non-district experience, including an online course, may receive high school credit for work completed, provided: (1) The course is offered by an accredited institution and approved by the Superintendent or designee; (2) The student is a full time student (5 D155 Courses including PE); (3) No more than one credit per core subject area (English, Math, Science and Social Studies); (4) The student assumes responsibility for all fees (including tuition and textbooks); and (5) The Building Principal or designee approves the course in advance. Students are limited to 1 non-district experience credit per year enrolled in the district in terms of credit that may be applied toward high school graduation requirements. Grades earned in approved non-district experiences count toward a student's grade point average and eligibility for athletic and extracurricular activities. Student assumes responsibility for all fees.

I have read and understand the board policy stated above.

_____   _____
Signature of Student   Date

_____   _____
Signature of Parent/Guardian   Date

For School Use Only:

The request for transfer of credit for this class is ☐ granted ☐ denied.

If granted, this course will earn _____D155 credits.

_____   _____
Signature of building principal/designee   Date

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*Please return form, course description, and syllabus to your counselor.

Updated 10/8//2020