

## Credit Recovery Policy

The purpose of the Credit Recovery Program at DPA is to bring students to a passing level (“on-track”) for courses they are required to complete for graduation that they did not earn through the course of the regular school year.

Assigning students to courses in Credit Recovery are made on a case-by-case basis. Since DPA prioritizes students earning credits through their regular schedule, a student will be re-enrolled in courses that fit into their schedule rather than being referred to the Credit Recovery Program. Consequently, DPA highly encourages students to engage in one or more of the following supports to avoid needing a referral to the Credit Recovery Program:

- Office Hours with individual teachers
- Weekly academic check-in with advisory
- Contact their teacher directly

Should a student need to complete a course in Credit Recovery, they will be given no more than two attempts at Credit Recovery for any particular course. Students that do not successfully complete a course after two attempts in Credit Recovery will only be allowed to complete the course through their regular schedule.

### **Eligibility for Participation:**

Students are eligible to participate in credit recovery if they:

- Are a current DPA student identified as being off-track in one or more courses needed for graduation
- Enrolled students at DPA who transferred from a different LEA and are in need of courses for graduation.
  - *Please note: DPA limits the number of credits students are able to recover in our enrollment policies and transfer students must complete original credit courses needed for graduation through their regular schedule, unless given written permission to otherwise complete the requirements by school leadership.*

### **Credit Recovery Process and Reporting:**

The DPA Data Management Team will provide a list of all students, enrolled and transferring into the school, in need of credit recovery at the end of each school year, at the end of summer school, and at the end of the first semester of each school year.

The DPA Data Management Team will coordinate with school leaders to identify the appropriate teacher and course of action necessary to recover the credits.

Students enrolled in Summer School or the Historic Credit Recovery Program will take the course as D/F. If the student successfully completes the course,

then the course will be listed on their transcript as “Course Name - CR” with a grade of D (65%) and will count towards a student's GPA. The original ‘F’ the student received will still appear on a student's academic records, but it will not be calculated into a student's GPA.

If the student does *not* complete the course, then an attempt for the course will be recorded. Once the student completes two attempts at the same course in Credit Recovery, their only pathway to earn the credit is through re-enrollment in the course during their regular schedule. The DPA Data Management Team in conjunction with school leadership reserves the right to allow students additional attempts as they see fit.

**Students with Disabilities and Credit Recovery:**

All students who are failing courses are invited to participate in credit recovery, regardless of disability status. Students who require modifications to assignments will have their series of assignments tailored to their needs.