



San Diego County Office of Education
Randolph E. Ward, County Superintendent of Schools
 Student Services and Programs Division
 Student Support Services Department

San Diego County
 High School Credit Requirements and Partial Credits Conversion Table

Education Code

- **School Credits:** Each public school district and county office of education *shall accept* for credit *full or partial* coursework satisfactorily completed by a pupil while attending a public school, juvenile court school, or nonpublic, nonsectarian school or agency. EDUC. CODE § 48645.5.
- **Sending School:** Upon receiving a transfer request from a county placing agency, a school district is required to *“compile the complete educational record of the pupil including a determination of seat time, full or partial credits earned, current classes and grades, immunization and other records,”* and, if applicable, a copy of a pupil’s 504 Plan and/or IEP. EDUC. CODE § 49069.5(e).
- **Foster Care Liaison:** The AB 490 educational liaison must assist foster youth when transferring from one school to another which includes *“ensuring proper transfer of credits, records, and grades”*. EDUC. CODE § 48853.5(b)(2);
- **Person Responsible:** The person responsible for the transfer of educational records for foster youth must be *“competent to handle the transfer procedure”* and *“aware of the specific educational record keeping needs of homeless, foster, and other transient children who transfer between schools.”* EDUC. CODE § 49069.5(f).

Credit Systems

220 - 240 Credit Districts				44 Credits District	
Carlsbad Unified	240	Ramona Unified	220	San Diego Unified	44
Coronado Unified	240	San Dieguito Union	230	Sweetwater Union High	44
Escondido Union High	230	San Marcos Unified	220-230		
Fallbrook Union High	230	SDCOE/JCCS	220		
Grossmont Union High	220	Valley Center Pauma	220		
Julian Union High	220	Vista Unified	230		
Oceanside Unified	240	Warner Unified	220		
Poway Unified	230				

Converting Partial Credits

- 1.) **Review** all accumulated transcripts.
 - 2.) Gather **entry and exit dates** from previous schools attended. Contact previous schools, if necessary, to clarify information.
 - 3.) Contact any previous schools to request **check-out grades, progress reports, and/or attendance forms** for classroom time the student has completed.
 - 4.) Work with the previous schools counselor or teacher. Mutually agree on the academic grades and the hours of course work completed.
 - 5.) Use course descriptions equivalent to the previous schools courses, if necessary ask the previous school for the CBEDS equivalent for each course. Assign classes accordingly for the remaining semester.
 - 6.) A collective and agreed upon plan of action must be set between the student, teacher and counselor to stabilize the remaining school year.
- * Students will need to work with the current counselor to agree on an appropriate class schedule. Students will also need to work with their new teachers to discuss where in the course work they left off.

SD County Conversion Table

Hours of Passing Course Work Completed	5.0 Semester Credits Possible	1.0 Semester Credit Possible
16 - 18 Hours	1.0 Credit	0.20 Credit
19 - 34 Hours	2.0 Credits	0.40 Credits
35 - 45 Hours	2.5 Credits	0.50 Credits
46 - 55 Hours	3.0 Credits	0.60 Credits
56 - 68 Hours	4.0 Credits	0.80 Credits
69 - 80 Hours	5.0 Credits	1.00 Credits

60 Hour Carnegie Unit Table (Independent Study/ Home School Program)

One Carnegie Unit is defined as a total of 120 hours in one subject (meeting 4 or 5 times a week for 40 to 60 minutes, for 36 to 40 weeks each year (60 hours per semester). Align use of table with corresponding district policy on Independent Study or Home School program.

Hours of Passing Course Work Completed	5.0 Semester Credits Possible	1.0 Semester Credit Possible
12 - 23 Hours	1.0 Credit	0.20 Credit
24 - 35 Hours	2.0 Credits	0.40 Credits
36 - 47 Hours	3.0 Credits	0.60 Credits
48 - 59 Hours	4.0 Credits	0.80 Credits
60+ Hours	5.0 Credits	1.00 Credits



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Partial Credits Resource Table

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Sample Districts Credit Breakdown

(Sample) SDCOE/ JCCS		(Sample) San Diego Unified	
English	40 Credits	English	8 Credits
Mathematics	20 Credits	Mathematics	6 Credits
Physical Education	20 Credits	Physical Education	4 Credits
Science	20 Credits	Science	6 Credits
Social Studies	30 Credits	Social Studies	6 Credits
Fine/ Practical Arts	10 Credits	Language / Visual / Performing Arts	3 Credits
Electives	80 Credits	Electives	11 Credits
TOTAL	220	TOTAL	44

Credit Progress Guide

Grade / Semester	5.0 Semester Credits Possible	1.0 Semester Credit Possible
9th 1st Sem.	0 - 30	0 - 6
	31 - 60	7 - 12
10th 1st Sem.	61 - 90	13 - 18
	91 - 120	19 - 24
11th 1st Sem.	121 - 145	25 - 29
	146 - 170	30 - 34
12th 1st Sem.	171 - 195	35 - 39
	196 - 220	40 - 44