

Competency-Based Credit Request Form

Student Name _____ Date Submitted _____

According to Lake Stevens School District Policy No. 6200 and Policy No. 6900 (World Languages), high school credit may be granted for a course of study based on competency testing in lieu of attending the course and successfully completing the required 180 (50-minute) hours of planned instruction. In order to be considered, the following conditions must be met:

1. Complete and submit this form to your counselor at the beginning of the semester in which competency credit is being requested.
2. Meet with principal and counselor to discuss this proposal. Receive principal approval to attempt competency-based credit – signed and dated on this form.
3. Acquire a copy of course objectives and learning standards (to be submitted with portfolio).
4. Prior to the end of the semester, submit to the principal a portfolio of evidence that course objectives and learning standards have been addressed. Evidence might include such things as examples of work completed, research papers, projects, and/or performance-based exhibits of course related accomplishments.
5. Pass a cumulative assessment of the course objectives and learning standards demonstrating a minimum proficiency of 80%.

Upon satisfactory completion of each of the above steps, credit will be granted. A grade of “P” will be recorded on the official transcript.

Name of course in which seeking competency-based credit:

Describe the process by which you plan to achieve the objectives and standards of this course:

Describe what evidence you will provide in a portfolio at the end of the semester, prior to examination:

I approve of and support this proposal and attempt to earn credit through a demonstration of competency. I understand and agree to the conditions set forth in this form.

Principal Signature _____ Date _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Competency-Based Credit Progress Tracker

_____ *Form completed and submitted. Counselor signature* _____
Date

_____ *Met with principal and counselor to discuss this proposal*
Date

_____ *Receive principal approval to attempt competency-based credit (signed/dated on page 1)*
check

_____ *Acquire a copy of course objectives and learning standards*
check

_____ *Portfolio of evidence submitted to principal including course objectives and learning standards*
Date

_____ *Cumulative course assessment taken*
Date

_____ *Assessment results (minimum score of 80% required to earn credit)*

Score: _____

<p>Based on completion of this process and the results of the cumulative course assessment,</p> <p>_____ credit <u>will</u> be granted</p> <p>_____ credit <u>will not</u> be granted</p> <p>Principal signature _____ Date _____</p>
