

INSTRUCTION

Elective Credit for Paid Work Experience

Elective credit toward high school graduation may be granted through paid work experience which provides students the opportunity to learn and master the state financial education learning standards.

Credit is earned when the following conditions are met:

- A. The student is legally eligible for paid employment and is at least 16 years old.
- B. A 1.0 credit is granted for no less than 360 hours of paid work; a .5 credit may be granted for no less than 180 hours of paid work.
- C. The student's High School and Beyond Plan is updated to reflect the paid work experience.
- D. The paid work experience is approved in advance and in writing by the school counselor, principal, or principal designee. Approval is contingent upon submission of the following information:
 1. Identification of the work-based sponsor (employer) who will serve as the point of contact and supervise the student during employment.
 2. A student narrative that describes how the paid work experience will develop knowledge and skills for basic education; an understanding of work and finance; and how performance, effort, and decisions affect future career and educational opportunities as provided in [RCW 28A.150.210\(4\)](#).
 3. A plan to include how the student will demonstrate or be assessed on:
 - a. Grade-level proficiency of the state financial education learning standards for employment, income, or financial decisions adopted in [RCW 28A.300.469](#); and
 - b. Growth in proficiency in meeting the state financial education learning standards that occurred between pre-work and post-work experiences.
 - c. Paid hour verification is completed by the school district no less than once per term.
- E. Students may earn credit under this section for work experiences scheduled as part of their school day, experiences that occur outside of the regular school calendar, or through [WAC 180-51-050](#) and [180-51-051](#).
- F. The learning experience must be reported using the specific state course code and course designation code per OSPI guidance.
- G. A maximum of two elective credits may be earned through paid work experience.

This policy does not impact the legal requirements of the employment of minors in accordance with chapters [296-125](#) and [296-131](#) WAC, particularly on issues of occupational health and safety, discrimination, harassment, worker/employer rights and responsibilities, and work rules for minors.

Policy No. 2417
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This policy does not modify the district's policies to increase student access to credit for worksite learning that includes cooperative worksite learning for nonelective credit as referenced in [WAC 392-410-315](#); or through mastery-based education as referenced in [WAC 180-51-051](#).

Paid work experience scheduled as part of the student's school day may be claimed for apportionment in alignment with [Chapter 392-121 WAC](#).

Legal Reference: WAC [392-410-316](#) Equivalency course of study – Elective credit for paid work experience.

Adopted: October 25, 2023