

Non-District Course (NDC) H.S.

LVJUSD APPROVAL OF NON-DISTRICT COURSES & INSTITUTIONS

- It is the responsibility of the student/family to ensure that the NDC/institution meets the following criteria:
 1. [WASC](#) accredited
 2. [UC/CSU](#) strongly recommended (see Counselor)
 3. The institution provides an ***official transcript*** ("official academic record" or "official grade report" is not sufficient).

LVJUSD STUDENTS MAY CHOOSE TO TAKE A NON-DISTRICT COURSE FOR:

1. Remediation (to earn a higher grade for a course in which a D or F was originally earned.)

- Students wishing to remediate a grade of D or F may enroll in an equivalent NDC for high school credit. Both the original (LVJUSD) grade, as well as the remediated (NDC) grade/institution's name will appear on the LVJUSD transcript.
- All courses taken through LVJUSD summer school or academic prep through online recovery programs are listed on the LVJUSD transcript. LVJUSD summer school is for recovering F grades.
- An official transcript is required to verify the completion of the course.
- The course will be included in both the high school GPA and graduation requirements.

2. Advancement (to get into a higher-level course in the following academic year). No course(s) will go towards GHS graduation requirements.

- Grades must be C- or higher in the NDC to advance to the next course level in accordance with the current high school advancement policy.
- A record of the course and grade will be added to the LVJUSD high school transcript under the issuing institution's name.
- The NDC will be excluded from the high school GPA and graduation requirements.
- Students can advance one level per subject during their high school career (provided graduation requirements are met at LVJUSD sites).
- An official transcript is required to verify the completion of the course.
- Before enrolling in a course, students must contact their school counselor.
- See below for specific directions regarding this process.

3. Augmentation - World Languages not offered at an LVJUSD school.

- Course and grade will be added to the LVJUSD high school transcript under the grade issuing institution's name.
- The NDC will be included in both the high school GPA and graduation requirements for World Language.

- The maximum number of NDC credits that may be counted toward graduation requirements is 20 throughout grades 9-12.
- The course and/or outside institution you choose may not be accepted by the UC/CSU system, private colleges, universities, out-of-state institutions, or the NCAA as fulfilling their entrance requirements. You must check with an admissions officer from each campus to which you intend to apply to ensure the course will be accepted.

4. Enrichment (for personal interest; students will NOT receive LVJUSD credit)

- Course and grade will NOT be added to the LVJUSD high school transcript.

ENROLLMENT PROCESS

Step 1 - Discuss your remediation, advancement, or enrichment plan with your high school counselor. The cost for enrolling in any **Non-District Courses** will be paid by the student.

[Sample List of Approved Outside Institutions for Non-District Courses](#)

Step 2 - Complete the [Course Plan Agreement Form](#) with your Counselor.

Step 3 - Upon completion of the course, submit an official transcript to the Registrar at your school site. If the institution offers an email option to send it directly to your *School Counselor*, this is acceptable and will be considered an official copy. (Transcripts emailed from a student/parent are not considered official.)

FAQs

1. If I'm planning to take a class over the summer, what should I request during registration the spring prior?

Request classes as though you were NOT completing a summer course. Once proof of successful completion is provided (official transcript) to the counselor, your request for a higher-level course will be granted.

2. When do I need to complete a course?

If you are taking a summer course for advancement, you must complete and submit an official transcript of the course by the time schedules are distributed in the fall. If you are taking a course for remediation or enrichment, dates can be more flexible. Please see your counselor.

3. Can I advance in the science department?

We do not recommend advancement in science. LVJUSD courses are designed to prepare students for advanced classes, and taking courses outside the LVJUSD system may jeopardize a student's preparedness for these courses. Please also note that AP and IB science courses are restricted to 11th and 12th-grade students only. If a student wishes to take additional science classes, we recommend taking the initial science course through LVJUSD to ensure they satisfy graduation requirements and explore NDC options for other lab science electives.

4. Can I advance in the world language department?

While we strongly recommend taking world language courses at your home high school, we understand there are circumstances where students want to advance in this subject area. If you are choosing to advance in language, we recommend advancing to the lower levels (level 1 or 2).

5. Does LVJUSD have financial aid or scholarships available for NDC courses?

A: No, though some NDC schools may have their own system for financial assistance. It is the responsibility of the student to secure their own financing for their NDC courses. Note that community college courses are free to high school students, and any course taken through LVJUSD for remediation is part of their free public education.

6. Can I self-study and test out of a year of math?

No, at this time, LVJUSD requires students to complete the course through an accredited school to advance to a higher level. There is no test-out option.

7. Will I earn high school credit for taking a math class online over the summer?

No, if you are taking the course for advancement. Advancement courses are excluded from your GPA and will not be credited toward graduation requirements. Only courses taken for remediation would be awarded credit.

8. Can the credit I earn from NDC classes count toward any graduation requirement?

For remediation - yes, for D or F grades.

For advancement, no, the courses will be noted but excluded from GPA and graduation credits.

For augmentation - yes (World Language not offered at GHS.)

Enrichment - no

9. Can I start NDC during the 8th grade?

Yes, however, courses must be completed after the last day of the 8th-grade year to count as 9th-grade courses for advancement.

10. Can I take the Summer Geometry course at Las Positas College?

Las Positas will not give credit for this course because it is not a college-level course. LVJUSD has not adopted this course, and therefore, it is not UC/CSU approved. At this time, we are not allowing advancement or approving this course.

11. Is BYU WASC-accredited?

BYU is accredited by the Northwest Commission on Colleges and Universities due to its location in Utah. It is also listed on UC/CSU Doorways and meets A-G eligibility requirements. BYU is on our sample list of approved outside institutions.