



## **Guidelines for Math Course Advancement 2025-2026**

FPS allows students in Grades 6-11 to engage in external learning opportunities for pursuing course advancement. Approval is required for all outside course requests by the Program Director of Mathematics. Outside course requests will not receive credit for courses that are currently offered in our Program of Studies. All course requests for advancement must follow the provisions outlined in this document.

- Students request to take outside courses during a meeting with the counselor. Upon request, the counselor will provide students with the request form link and guidelines. Counselor confirms they have met the course prerequisite based on the program of studies.
- Students will submit the [Google form](#) for approval by **May 1st**. After May 1st, the form is closed to submission.
- Once the form is submitted, the Program Director of Mathematics will review the requested course to determine FPS course equivalence to the FPS curriculum. FPS does not endorse a particular course or program. The Program Director of Mathematics reviews the request for advancement.
- Once approved, the student enrolls and takes an outside course. The student notifies the counselor upon completion. ***The course needs to be completed by August 1st.***
- Proof of completion with a passing grade must be provided (official transcript) to the Program Director of Mathematics and the school counselor at the completion of the course, no later than **August 12th**. **Students who do not submit documentation will not be permitted to sit for the FPS course exam.**
- High school students must complete the course and arrange time to take the related FPS course exam on August 5th or August 12th from 9:00AM - 11:00AM.
- Middle school students entering grades 7 or 8 must complete the course and arrange time to take the FPS course exam with their school counselor. Exams must be completed between **August 18** and **August 24**.
- Students **must** earn a minimum score on the FPS course exam of **80%** for course advancement. **No exceptions and no retakes of the exam.**
- The Program Director of Mathematics will communicate the final decision about advancement to the student's counselor and family. If advancement is approved, the school counselor will work with the student and family to make necessary adjustments to the student's schedule.

*The approval process will take at least two weeks. Thus, please make sure all requests are submitted by May 1st. Questions: please contact your school counselor or Dr. Jennifer Chirles, FPS Program Director of Mathematics, PK-12, [jchirles@fairfieldschools.org](mailto:jchirles@fairfieldschools.org)*