

Middle School Out of District (OOD) Credit Opportunities

District Guidelines:

- Limited to current grade 8 (G8) students
- Acceleration is allowed in Math and World Language only.
- Mostly limited to Algebra 1 and Geometry for Math.
- If Algebra 2 is requested, it is recommended that the student begins after second semester, giving time to complete the accelerated course before G9, while concurrently taking Geometry at the LWSD middle school.
- Transfer students or other students who have not followed the standard LWSD pathway should be afforded flexibility

Appendix C for Middle School Students

High school students requesting Outside of District (OOD) credit are required to submit a 4-year academic plan with their Appendix C.

Middle school (G8) students are required to submit a math pathway plan, rather than provide a full 4-year academic plan, as stated in Appendix C. Sample math pathways can be found in the student public-facing math pathway document.

Internal Guidance for Middle School Counselors and Administrators

Submission Windows for OOD Requests:

Students should submit OOD requests using the following suggested timeline. Students are allowed to request OOD courses at **any** time, but by publishing submission windows, we hope 1) to develop a reasonable workflow for counselors, administrators, and data processors/registrars to meet the demand of OOD course requests and 2) to support alignment of process and procedure in middle and high schools across the district.

Students Submit By	Processed By	Actions by School
First 2 weeks of school year	End of September	Approve/deny and adjust scheduling
First 2 weeks of Sem 2	End of February	Approve/deny and adjust scheduling
First week of May	Last week of May	Approve/deny and send data to feeder high school administrators and counseling chairs