CREDIT RECOVERY

Code **IKADD-R** Revised **11/26**

School administrators will coordinate with staff members to identify students appropriate for participation in content and credit recovery programs.

Credit Recovery

Students must have previously failed a course to be eligible for credit recovery. Participation in credit recovery will not affect a student's GPA. Should a student wish to modify his/her GPA, he/she should repeat the full course for credit and not seek participation in the credit recovery program.

Eligibility

Students are eligible for a credit recovery course if they have previously taken and failed an initial credit course. Students must have earned a grade of 50 or higher in the initial credit course and completed all required assignments in a timely fashion. Required assignments are defined as the number of assignments needed to score a final grade of 50 or greater. Timely fashion is defined as submitting assignments prior to the end of the course for the semester in which the course was taken. Students are not eligible for credit recovery without meeting these requirements and must retake the full course to receive credit. Students who have already received credit for a course are ineligible to participate in credit recovery to improve their final grade.

Students will be required to complete an application to request placement in a credit recovery course. Consent of the student's parent/legal guardian must be obtained prior to enrollment. Student approval for enrollment in credit recovery is at the discretion of the district committee.

Students may apply for credit recovery for up to four courses during one school calendar year.

Instruction and curriculum

The method of instruction for credit recovery courses may vary based upon the district resources available, and includes, but is not limited to, use of an online or computer-based program, VirtualSC, direct instruction by a certified teacher either in person or via distance learning, or blended learning. Individuals charged with facilitating credit recovery courses will receive training in online instruction management and related technology, when applicable.

Each credit recovery course will be based upon state curriculum standards and objectives for the corresponding subject and will be aligned across courses within the district. The standards and concepts to be addressed in credit recovery courses will be determined by the teacher who assigned the student the failing grade in the initial credit course, through a diagnostic tool utilized by the credit recovery course facilitator or software program, or through another diagnostic assessment offered by the district.

Credit recovery course offerings may be limited by the availability of space, facilitators, and appropriate computer-based content and/or due to district budgetary constraints.

Grading

When a student has shown mastery of the credit recovery material, the student will receive credit for the course. Because end-of-course examinations focus on assessing a student's mastery of an entire course, and credit recovery only focuses on a portion of the course's content, students will not be permitted to retake the exam.

Student grades in credit recovery courses are designed to be GPA-neutral, meaning that the student's GPA will not be affected by the student's grade in the course. The failing grade in the initial credit course will remain on the student's transcript.

If the student passes the credit recovery course with a 60 or higher, the passing grade will be entered as "P". If the student does not pass, the failing grade will be entered as "NP". Neither the "P" nor the "NP" grade designation will impact the student's GPA.

Cost

Credit recovery courses offered will be charged using the existing fee schedule, with appropriate consideration given to students eligible for free/reduced lunch. Fees charges to extend existing credit recovery offerings will not be reduced. Moreover, a student's parent/legal guardian will be responsible for any and all costs associated with a district-approved request to utilize an alternative method of instruction.

Adopted 10/2/17; Revised 10/1/18, 11/26