

Elyria Catholic High School
Credit Flexibility Policy

Rationale

Elyria Catholic High School recognizes that an effective educational program is one that provides opportunities for students to customize aspects of their learning around their individual learning styles and interests. As a model of educational options, credit flexibility has been adopted by the State Board of Education as a method to motivate and increase student learning by allowing access to more resources. Students may earn high school graduation credit by demonstrating subject area competency through the completion of traditional coursework, testing out or otherwise demonstrating mastery of course content.

It will be the provisional policy of Elyria Catholic High School to welcome applications for credit flexibility from its students. Each application filed appropriately on the school's submission form will be acted upon by the Credit Flexibility Advisory Committee. This provisional policy will be reviewed annually and adjusted according to need.

If a student or parent makes a request for an alternative path for high school credit, it is the family's responsibility to formally propose a plan for a specific program. Any such plan must include a narrative describing the course and a justification for its inclusion on the student's transcript. Any course intended to replace Elyria Catholic High School core courses must have comparable objectives, must comply with the* Ohio Content Standards for the course and must fulfill the time requirements in order to receive the appropriate Carnegie Unit. (120 hours for a single unit, 60 hours for ½ unit.)

Policy:

1. Elyria Catholic High School is a Catholic institution; therefore Catholic identity components are very important for courses taken off-site. Courses contrary to Catholic teachings will not be approved.
2. Passage of required testing (Ohio Graduation Tests) may impact the approval of a Credit Flexibility application.
3. Student athletes must complete the Athletic Waiver Form.
4. All Credit Flexibility course credit will be reported as Pass/Fail unless the student chooses to be awarded a letter grade. Courses may not be substituted for Honors or Advance Placement courses; therefore there will be no weighted grades.
5. If a student fails to complete the coursework within the time period specified in the application, the proposed credit will be revoked and the student may receive a failing grade.
6. **DEADLINES FOR APPLICATION MUST BE FULFILLED. A COMPLETED APPLICATION FORM MUST BE SUBMITTED ACCORDING TO THE FOLLOWING TIMELINE. NO APPLICATION WILL BE ACCEPTED LATE.**

April 1st	Full Year Course and 1 st Semester Course requests
October 1st	2 nd Semester Course requests

Ohio Content Standards, subject by subject, may be accessed via the Ohio Department of Education.

**Elyria Catholic High School
Credit Flexibility Application**

A hard copy of this application is available through the main office. A completed application must be returned to the main office.

Date of Application _____ Projected Completion Date _____

Student Name (print) _____

Home address _____

Phone number _____ Graduation class _____ GPA _____

Email address _____

Course title _____

Course duration: _____ Semester 1 _____ Semester 2 _____ Both

Credit Request: _____ Letter Grade _____ Pass/Fail

_____ 0.5 _____ 1.0

Please describe what you will do to earn this credit:

_____ On-line Learning _____ Project Based Learning

_____ Internship _____ Field Experience

_____ Other

Please provide a narrative description of the course and a justification for its inclusion on an official transcript. (You may provide attachments)

Please list at least three Ohio Content Standards you plan to address during your Credit Flex experience and explain how you plan to prove mastery of each. (Ohio Content Standards, subject by subject, can be accessed via the Ohio Department of Education) You may provide attachments.

The student and parent must initial each item below indicating having read and accepted the following terms:

Student Parent

_____ _____ A complete application must be submitted by the following dates—NO EXCEPTIONS

APRIL 1st Full Year Course and 1st Semester Course requests
October 1st 2nd Semester Course requests

_____ _____ Students are responsible for any costs associated with the personalized learning plan.

_____ _____ Students will provide a written update on the course/experience on a monthly basis.

_____ _____ It is understood that any grade earned through Credit Flexibility will be treated as a permanent grade on a student's transcript.

_____ _____ The student will be expected to independently fulfill the work required to complete the course by the agreed upon completion date. Failure to do so may result in a failing grade.

_____ _____ Using Credit Flexibility for core coursework may affect a student's ability to pass the state mandated Ohio Graduation Test (OGT) and graduate.

_____ _____ Credit Flexibility may impact a student's athletic eligibility during high school. All student athletes must complete the Athletic Waiver Form.

_____ _____ The drop date for a Credit Flexibility class is no more than 2 days after the start of the semester. If a student drops a Credit Flexibility class, it may not be possible to enroll in a traditional class already in process.

Student Name (print) _____ Student Signature _____

Date _____

Parent/Guardian Name (Print) _____ Parent Signature _____

Date _____

Principal Signature _____ Date _____

Elyria Catholic High School
Credit Flexibility Athletic Waiver Form

High School Athletics: To be eligible to play interscholastic high school sports, a student must be currently enrolled and must have been enrolled in school in FIVE FULL-CREDIT COURSES during the immediately preceding grading period (semester, quarter etc.). A student enrolled in Credit Flexibility courses must, at the conclusion of the grading period, be "passing" all Credit Flexibility courses used to determine athletic eligibility.

College Athletics: Students who anticipate continuation in sports at the college level should carefully consider that the NCAA Initial Eligibility Center may not include some Credit Flexibility options as part of the qualifying core courses required for Division I and Division II eligibility. For potential college student athletes, the NCAA eligibility requirements specifically address the types of learning opportunities available through Credit Flexibility policy. The NCAA does not allow credit by exam (mastery assessment) courses to be applied to course eligibility requirements.

I have carefully read this information and understand that accessing Credit Flexibility options might impact high school and college athletic opportunities/eligibility.

Student Signature _____

Date _____

Parent Signature _____

Date _____

Elyria Catholic High School
Credit Flexibility Review of Application

Name of Student _____

Date of Review _____

Approved for Credit ____ (Student Acceptance Contract included)

Not approved _____

Comments:

Teacher of Record

Date

Principal signature

Date

Elyria Catholic High School

Student Acceptance Contract

Student Name _____ Course Title _____

Before a final grade for the credit flexibility experience will be issued, the following must be completed:

1. Supply the name and contact information for school or organization supporting your proposed credit activity.

Name _____ School/Organization _____

Phone Number _____ Email _____

Beginning Date _____ Completion Date _____

2. Action Plan: Answer the following :
How will I learn this curriculum: (Identify activities and action used to accomplish the learning goals pertinent to your experience. Record this information on a separate paper)
3. Assessment: Answer the following:
How will I show what I have learned though this experience? (Identify projects, quizzes, test, papers and other assessments that were incorporated into your course of study. Record this information on a separate paper)
4. Timeline: A monthly written update must be submitted.
Update must include a description and dates of completed activities.