

## Credit Flexibility Option for Kings Local Schools

Credit Flexibility is the option for students who demonstrate the ability, interest, maturity, and personal responsibility for their learning to have the opportunity to pursue high school credit for demonstration of subject area competency. This “flexible credit” occurs outside of Kings High School, but is approved by Kings High School. The purpose of the credit flexibility option is to develop learners who plan their own learning, including learning objectives, and a plan whereby they will attain those objectives outside of the traditional classroom. This procedure provides for personalized educational options for students in which they will identify, acquire, and demonstrate competency in a given content area to earn graduation credit. Credit flexibility is an alternative learning experience to traditional “seat time” and classroom work, where students demonstrate competency in a particular content based on the Ohio Academic Content Standards for that content area. Students can apply for credit flexibility through the following means:

- **“Test Out” Method**
  - take a written exam to demonstrate competency (for example, in Algebra I); the grade earned on the test will appear on the student’s transcript, even if no credit is awarded; see list of courses that qualify below;
  - students must earn a “C” or better to receive credit for promotion;
  - Date of “Test Out” exams is the first Monday in August (excludes AP exams);
  - students can “test out” by taking an Advanced Placement (AP) exam and receiving a score of 3 or higher;
- **Activities Method** Engage in activities beyond the boundaries of a classroom by taking part in an alternative learning experience (for example, a course at a local college or participation in Cincinnati Boys’ Choir) and document competency; documentation is provided by the student
- **Performance Method**
  - take a performance-based exam to demonstrate competency (for example, French I) ; see list of courses that qualify below;
  - students must earn a “C” or better to receive credit for promotion
  - Dates of Performance exams are the first Monday in August, the last week of the first semester (Jan.) and in mid May for second semester.
- **Independent Study Method** Engage in an ‘independent study course’ with a member of the Kings High School staff to demonstrate competency (see independent study guidelines).

Students will be required to complete a Proposal for Credit Flexibility form in which they will identify their educational objectives, identify the standards they will demonstrate (from the Ohio Academic Content Standards in that content), and create a timeline for completion. Students may work independently or with a credit flexibility partner. Credit flexible partners (Individuals and organizations wishing to partner with the student in an instructional plan) will need to be approved by the Kings High School. **No course taken through credit flexibility can be weighted.**

### Credit Flexibility Requirements:

1. Written plan/agreement between the student, parents, possible credit flexible partner, a Kings High School Highly Qualified Teacher/Dept. Chairperson, a guidance counselor and the principal/designee (see attached form titled, “Proposal for Credit Flexibility”).

2. Grades will be reported to the guidance office and will be recorded on the student’s report card and transcript in the same time frame as other courses at the high school.
3. All credit flexibility classes must be added or dropped within the same timelines of dropping and adding other classes. Otherwise, the student will receive an F for the class if work is not completed. Students may not drop a credit flexible course after the drop date. If they do drop after the drop date, they will receive a WF on their transcript (see Course Planner for description). Students can receive an “I” as described in the Course Planner.
4. Courses offered at Kings High School in which students would like to “Test out” or take the “Performance” exam are listed below.

**How to Apply for a Credit Flexibility Program:**

1. Pick up Credit Flexibility Packet from the Guidance Office and complete the agreement. Return the proposal to the Guidance Office when completed. Request to have your proposal assigned to a Highly Qualified Teacher (teacher who will assign the grade). Students can also pick up a course map, or syllabi/study guide/materials and scoring rubrics (if applicable) for any course currently taught at the high school. This information can be found on the high school’s web page.
2. The Proposal, signed by both student and parent/guardian, must be turned in to the student’s counselor in Guidance two weeks prior to the beginning of the semester when the credit flexibility plan will take place.
3. A conference to evaluate the proposal will be scheduled with the student, the Highly Qualified Teacher (teacher who will issue the grade) and the student’s counselor. Once these individuals approve and sign off on the plan, the principal/designee will evaluate and sign off on the plan.
4. The student will be notified of approval and the plan will be filed in the student’s cumulative record. An administrative fee will be assessed.
5. The student is responsible for completing all assignments agreed upon in the Credit Flexibility Plan (listed under “Assessment to Receive Grades”) in order to receive a grade and credit, following the timeline for regular coursework at the high school.

<p><b>“Test Out” courses at Kings High School:</b></p> <ul style="list-style-type: none"> <li>● All Math courses</li> <li>● Health courses</li> <li>● All Business courses</li> <li>● All Social Studies courses</li> <li>● All AP courses</li> </ul>
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<p><b>“Performance” courses at Kings High School:</b></p> <ul style="list-style-type: none"> <li>● All Science courses (excluding AP)</li> <li>● All English courses (excluding AP)</li> <li>● All Music courses (excluding AP)</li> <li>● All Foreign Language courses (excluding AP)</li> <li>● All P.E. courses</li> <li>● All Art courses</li> <li>● All Technology/Career Tech courses</li> <li>● All Family and Consumer Science courses</li> </ul>
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**Proposal for Credit Flexibility Form**

**Deadline: Two weeks prior to the start of the semester when the credit flexibility plan will take place.**

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student ID:** \_\_\_\_\_ **Name of Course/Dept:** \_\_\_\_\_

**Reason for pursuing this Credit Flexibility Plan:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This Credit Flexibility Plan is replacing \_\_\_\_\_ (Kings High School course) (if applicable).

**Credit Flexibility Plan is for (check one): No course taken through credit flexibility can be weighted.**

	<b>“Test Out” Method:</b>	Take a written exam for a Kings High School course to demonstrate competency.
	<b>Activities Method:</b>	Engage in activities beyond the boundaries of a classroom by taking part in an alternative learning experience and document competency.
	<b>Performance Method:</b>	Take a performance-based exam for a Kings High School course to demonstrate competency.
	<b>Independent Study Method:</b>	Engage in an ‘independent study course’ with a member of the Kings High School staff to demonstrate competency.

**If a Credit Flexible Partner is involved, list the name and location:**

\_\_\_\_\_

**Plan for Assessment to Receive Credit and Grades:** (i.e. 5 pg. research paper on\_\_\_\_, exam on specific date, or description of project). Student must list Standards/Indicators this Plan addresses (can be found in the Academic Content Standards or on the Curriculum Map for the course – see links on the High School’s website), as well as how student will demonstrate competency of those indicators and the date achieved.

<b>Standards/Indicators to be Evaluated (From Academic Content Standards or map)</b>	<b>Demonstration Plan (What will you do?)</b>	<b>Due Date</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Description of Assessment (or attach agreement sheet)	Due Date
(List the specific "artifacts" your HGT teacher will assess, i.e., written exam, paper, video production, etc.)	

**No course taken through credit flexibility can be weighted.**

\_\_\_\_\_  
**Signature of Student**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Parent**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Highly Qualified Teacher**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Principal/Counselor**

\_\_\_\_\_  
**Date**

**Deadline: Two weeks prior to the beginning of the semester when the credit flexibility plan will take place.**

## Credit Flexibility Flowchart

