

CHAPTER 4.00 – CURRICULUM AND INSTRUCTION

TRANSFERS FROM NON-ACCREDITED SETTINGS

4.80

To allow transfer of credits and/or determine the appropriate class/grade placement of a student transferring to this system from a non-accredited school or setting, the following shall be implemented:

- I. Credit for all elective courses shall be accepted without validation.
- II. Uncontested credit for core courses of English, mathematics, science and social studies shall be transferred as follows:
 - A. Using all available records and nationally standardized tests, if available, the principal or his/her designee shall determine the appropriate placement and then notify the student and the parent/guardian.
 - B. Upon agreement by the parent/guardian, the student shall be assigned to the class and/or grade agreed upon.
 - C. For any initial core course the student completes successfully in this system, he/she shall be permitted to transfer in that subject area all previous credits earned at a non-accredited setting. (Example: Successful completion of eleventh grade English in this system would allow the student to transfer ninth and tenth grade English if completed successfully at the non-accredited setting.)
- III. Contested credit for core courses shall be transferred as follows:

If the parent/guardian disagrees with the placement decision, the principal or designee shall supervise the administration of the school's most recent semester examination or other appropriate assessment for each prerequisite to the core course in which the parent/guardian is requesting enrollment. For each test passed, the student shall be placed in the next level core course and credit for the prerequisite course(s) shall be transferred.
- IV. In the event of the existence of controversial records/transcripts and/or the absence of any official or notarized records/transcripts, the student shall take placement tests consisting of the system school's previous semester tests for core courses.

All transfer students must pass the Alabama High School Graduation Exam, basic skills testing program and meet all other requirements for graduation.

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STATUTORY AUTHORITY:

CODE OF ALABAMA

LAW(S) IMPLEMENTED:

CODE OF ALABAMA

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

§290-3-1-.02(7); 2(K)

HISTORY:

ADOPTED: Dec 16, 2008
REVISION DATE(S): _____
FORMERLY: NEW