



Credit Recovery Program Guidelines Grades 9-12

The Limestone County School System, in accordance with the guidelines of the Alabama Department of Education, offers students an opportunity to complete remediation to make up lost credits through a method called credit recovery. Rather than repeat a failed course in its entirety, a student completes an individualized standards-based program using instructional software that concentrates on the student's deficiencies. The program is available to students during the regular school year at their local high schools. The program is available during summer school if sufficient numbers warrant this action. Limestone County students who wish to enroll in the program must meet the following criteria:

Admission and Removal

1. Each student is required to complete the necessary application form. The local school counselor will sign the application verifying that the student has signed up for the correct course. The local school principal must also approve the application. In addition, consent signatures from the student's parents or guardian must appear on the application.
2. To be eligible for the Credit Recovery program, students must have earned a baseline score of 40 or above in the class in which they wish to enroll. Students with final course averages below 40 must repeat the entire course.
3. Credit recovery classes will be scheduled in the same manner as other courses during the regular school year. The same attendance requirements also apply.
4. Limestone County school administrators may dismiss a student from the program at any time due to serious or repeated misbehavior, failure to follow attendance requirements, or failure to make adequate progress towards remediation requirements. If a student is withdrawn from the program for any reason, no credit will be awarded.

Program Authorization and Operation

1. Registration will be on a first come, first serve basis. Students may register for the program at their local schools.
2. There is no charge for a credit recovery course taken during the regular school year. A fee is charged for a credit recovery course taken during summer school.
3. Course offerings may be limited due to space, teachers, or appropriate computer-based content for specific courses.

Instruction

1. Computer- based instruction through the Edgenuity software program includes video instruction by highly qualified teachers. Students completing credit recovery through the Alabama State Department of Education ACCESS Distance Learning Program will be instructed by certified and highly qualified online teachers.
2. Trained facilitators in online methodology and the technical aspects of web-based instruction will be present in each computer lab to assist with any software or technical needs.
3. Students in credit recovery courses will complete skill-specific diagnostic tests to determine skill-specific goals.

Content and Curriculum

1. Credit recovery content is delivered through instructional technology and monitored by highly qualified teachers.
2. Credit recovery curriculum is aligned with Alabama academic content standards approved by the State Board of Education.
3. If there is any instructional time remaining once mastery has been achieved, any remaining clock hours will be waived. Students will be recognized as course completers and awarded credit even if the 140 clock hours of instruction have not been necessary to obtain mastery.

Grades

1. The Limestone County Board of Education uses skills mastery for evaluating student progress and awarding final grades in the credit recovery program. Mastery has been determined to be 60 percent. Satisfactory completion of a course through credit recovery will result in a maximum final grade of 60.
2. Both the original failing grade and the credit recovery grade (60) will appear on the student's transcript.
3. When computing the student's GPA, both the original failing grade and the credit recovery grade (60) will be included in the calculation.

Credits

1. Credit recovery courses will be included in calculating total credits during the year.
2. Students should be aware that the National Collegiate Athletic Association (NCAA) does not recognize credit recovery for course credit.



CREDIT RECOVERY REQUEST FORM

I, _____, a student currently enrolled at _____,
(Name) (School)

request consideration for Credit Recovery in _____. I have read the
(Course)
requirements for admission to the Credit Recovery program and understand my responsibilities if
admitted. I am aware that a maximum grade of 60 is available through Credit Recovery and that
should I desire a higher option, I will be required to take the entire course through traditional
methods. I also understand that the National Collegiate Athletic Association (NCAA) does
not recognize credit recovery for course credit. My signature and that of my parent/guardian
convey our understanding of this grading procedure and all other requirements associated with
the Credit Recovery program.

Student Signature Date

Parent/Guardian Signature Date

Counselor Signature Date

Principal Signature Date