



Wyoming High School

Credit Flex Process and Procedures Overview

2021-2022 School Year

Credit Flexibility:

Through Ohio Senate Bill 311, the State Board of Education has adopted a plan that enables students to “earn units of high school credit based on demonstration of subject area competency, instead of or in combination with completing hours of classroom instruction”. This plan is referred to as “Credit Flexibility”.

The Wyoming City School District has developed a credit flexibility plan that will enable students to earn high school credit by: a) completing coursework, b) testing out of or demonstrating mastery of course content, c) pursuing one or more educational options in accordance with the District’s Credit Flexibility plan, or d) any combination of the above.

Eligibility:

1. Be enrolled as a full-time student at Wyoming High School.
2. Submit all required applications/paperwork.
3. Submit an Independent Study Credit Flex option or Mastery Assessment/Test Out Option Plan for review by May 1, 2021. (Online learning applications may be submitted at any time.)
4. Receive approval to begin Independent Study or Test out by May 31, 2021.
5. Retroactive credit will not be granted for courses or experiences taken prior to the submission of the application.

Limitations:

1. The district shall not limit the number of credits earned by a student through demonstration of mastery or completion of educational options. The district shall evaluate requests for early graduation in accordance with its policy on Academic Acceleration.

Appeals Process:

Students may appeal decisions regarding access to an educational option and/or standards established for awarding grades and credit for educational options by submitting an appeal to his or her principal or designee.

1. Appeals will be reviewed by a committee composed of a building principal or assistant principal, a Department Chair in the relevant subject area, and a school counselor.
2. The student filing the appeal and his or her parent(s) shall be given an opportunity to present concerns and recommendations to the committee.
3. Appeals shall be reviewed by the committee within 10 days from the date the appeal was submitted in writing. The decision of the committee shall be final unless overturned by the Superintendent or a directive resulting from an appeal filed with the Ohio Department of Education.

Credit Flex and Special Populations:

Students with disabilities shall not be excluded from opportunities to earn credit through educational options or by demonstrations of mastery. Accommodations and supports for students with disabilities participating in educational options and online courses shall be provided consistent with the testing accommodations in the student's Individual Education Plan (IEP) and/or 504 plan.

Fees Associated with Educational Options, Online Courses, and Credit by Mastery

Assessment:

1. Parents of students participating are responsible for fees not typically provided free of charge to students in traditional courses, including but not limited to online tuition and travel expenses.
2. No assessment fees shall be charged to students or their families when district-made tests or portfolio review rubrics are used or when instruments are provided by the State of Ohio are used in evaluating students for credit based on demonstrations of mastery.
3. The district will require students to pay all of the cost of administering a commercial assessment instrument if that instrument is not normally administered free of charge to students participating in equivalent traditional courses.

Communication Plan:

1. Opportunities and requirements related to credit flex shall be publicized annually using multiple forms of media which may include any combination of the following: publication on the district's website, publication in the high school course catalogs, dissemination of information at parent and teacher conferences and other events open to parents.
2. This publication describing opportunities and requirements related to credit flex shall also be made available to students, staff, and parents upon requests to the high school counselors and principals.

Student Athletes:

1. **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, six-weeks, etc.). A student enrolled in Credit Flex courses must, at the conclusion of the high school's grading period, be "passing" all Credit Flex courses used to establish athletic eligibility. The student may not yet have completed the courses, but it must be determined that the student was "passing" the course(s) at the time the grading period ended. However, in this case, no grade will be factored in for athletic eligibility purposes. If it is determined that the student is not "passing," no credit toward the five credits (or equivalent) required for eligibility can be awarded.
2. **College Athletics**— Students who anticipate continuing participation in sports at the college level should carefully consider the possibility that the NCAA Initial Eligibility Center may not include some Credit Flex options as part of the qualifying core courses required for Division I and II eligibility. For potential college student athletes, the NCAA eligibility requirements specifically address the types of learning opportunities available through the Credit Flex policy (e.g., online/distance learning, independent study, one course taken over two years). The NCAA does not allow "credit by exam" (or Mastery Assessment) courses to be applied to core course eligibility requirements. ***If you expect to play college sports, you must check with your counselor to ensure that any credits taken through Credit Flex will meet the NCAA Eligibility Center standards.***

Credit Flex Options Available at Wyoming High School 2020-2021

1) Online Learning:

Online Provider:

Although most students choose BYU as the online provider, other providers are available. If you choose another online learning provider, please list the provider in the application for review.

[Brigham Young University](#)- BRIGHAM YOUNG UNIVERSITY ONLINE- High School Courses. For any online course at BYU, please grant permission to release your final grade to Wyoming High School. To earn credit for the 2021-2022 school year, courses must be completed and exams taken by May 1, 2022.

- If you plan to take the BYU online [HEALTH CLASS](#) (Cost-\$170), please click on High School Courses; select Health; click on HLTH 041. STUDENT MUST PRESENT ADULT CPR/AED AND ADULT FIRST AID CERTIFICATION CARD TO MRS. CORBIN BEFORE TAKING THE FINAL HEALTH EXAM. CPR/AED AND ADULT FIRST AID MAY BE TAKEN THROUGH THE AMERICAN RED CROSS OR THE AMERICAN HEART ASSOCIATION. Please note, if Health is not taken before the end of junior year, it will be scheduled into senior year classes. There is a cost to the online Health class and the CPR class.

2). Independent Study, Creating a Credit Flex Plan

A) Independent Study:

This option provides an opportunity for a student to explore subjects of special interest and enrich or advance skills and knowledge. Examples of Independent Study include local immersion experiences in a foreign language or internship at a newspaper. Students wishing to access Independent Study should find a staff member or community mentor willing to work with them and certify their learning.

In the proposal, students must list the goals/objectives of their proposed course, alignment to standards, list methods of instruction, timeline segments of learning, and describe assessment measures. Quarterly assessment results must be reported at the end of each quarter. Please check the school calendar for these dates.

The Wyoming High School teacher of record will evaluate student work. Final grades and credits will be recorded on the student's transcript and calculated in the student's GPA and class rank.

Using this option for an Independent Study in physical education will require students to complete a proposal for ¼ credit under the direction of someone other than a family member.

3.) Successfully completing a course through Demonstration of Mastery Assessment (Test Out Option)

General Information and District Policies

To the Student and Parent/Guardian:

Please read the following. You must indicate that you have read and understand the following on the [application](#).

It is important that you understand that:

- If your credit flexibility proposal is accepted, you will earn a letter grade for the course.
- The grade that you earn will appear on your transcript, regardless of the final grade.
- Credit will be granted and recorded on transcripts at the end of the regular Wyoming High School academic year for all credit flexibility courses.
- **You may not drop a credit flex course after the drop date.**
- Academic honesty rules apply just as they do in a traditional class setting.
- Many traditional classes are offered at Wyoming High School, and I have discussed with my school counselor how the outcome of this credit flex class will impact any traditional classes I subsequently take and/or my ability to schedule other courses.
- Students must meet attendance requirements set forth by the plan.
- Students should not be in the building during unscheduled times for traditional class unless they have a scheduled appointment with teachers, counselors, or administrators regarding my credit flex course.
- Students are responsible for meeting graduation requirements, including meeting deadlines for participation.
- Weighted credit cannot be obtained through any credit flex course.
- Students are responsible to maintain my academic/athletic eligibility.
- We recognize that the credit flex course may not match the academic standards of a WHS course and may not prepare students adequately for subsequent courses.
- It is understood that credit flex courses may not be recognized by the NCAA and thus may not count for college athletic eligibility. The NCAA requires that credit flex courses are noted as such on transcripts.
- **Students doing an independent class or creating a plan for a course requires completion and approval of the paperwork below. This paperwork must be submitted to the school counselor and must await approval before beginning the coursework.**
- If a student requests an independent study credit flex class and the class is also offered at WHS, a plan which demonstrates how the credit flex class meets the WHS benchmarks and indicators found in the Course of Study (content standards available on the [ODE website](#)) is required.

Signatures on the online [application](#) indicate that you have discussed the above statements with your parents and all agree to the policies set forth by Wyoming High School.

Credit Flex Packet for Independent Study ONLY
Use for: Independent Study/Research, Internship, Educational Travel

Goals and Objectives (WHS benchmarks, goals, and indicators found in the Course of Study and content standards available on the [ODE website](#) required.):

Methods of Instruction: (explain how you will learn the material)

Timeline/Segments of Learning:

Describe Assessment Measurements (Must show quarterly progress and due dates):

Signature of Student

Date

Signature of Parent/Guardian

Date

TO BE COMPLETED BY CREDIT FLEX COMMITTEE:

Comments/Notes:

Date of Meeting: _____

Approved

Amended

Disapproved

Signatures of Credit Flex Committee:

Signature (Teacher of Record)

Date

Signature (Administrator)

Date

Signature (Counselor)

Date

Upon the approval of the Credit Flex Plan, the school counselor will notify the counseling administrative assistant that the student has been enrolled in a credit flex option.