

INSTRUCTION

SUBJECT: Challenging Courses By Examination

Students in grades 9-12 will be permitted to challenge a course by examination. Department course objectives and procedures for challenging courses will be a part of student orientation and outlined in secondary school handbooks.

Procedures

Prior to challenging a course, currently enrolled students must file a request with the principal or designee for approval to challenge a course in the summer or within the first two (2) weeks of a semester. New enrollees must file a request to take the examination within two (2) weeks of the time of initial entry to high school classes.

The student will inform the high school principal or designee of his/her intent to challenge the course. Designees may be department chairpersons. The request shall include but not be limited to the following:

1. Grades in courses of the subject area of the challenge.
2. Recommendations from the teacher.
3. Substitute courses to be taken by the student.
4. Student's rationale or reasons for wishing to challenge a specific course.

Guidelines

The challenge examination may be offered to requesting students when the course to be challenged is part of a sequence of courses normally taken in specific order, when the course to be challenged is normally required for entry into another course, or when a student's previous/current experiences suggest appropriate mastery of course objectives.

1. During their enrollment in high school, students may challenge no more than 20 credits which meet graduation requirements.
2. A student may challenge and attempt the competencies of a particular course only once. Failure to meet competency of a required course will result in a regular classroom enrollment. A student may not challenge a course in which he/she has previously received a failing grade, a course previously taken where credit was received, a course more elementary than a course in which credit has previously been earned, an Honors or Advanced Placement course, or a physical education course.

3. A student may challenge only one course per semester. This may be a course in which the student is enrolled or any other approved course offering. A student may not attempt credit for a course below his ability or grade placement. Students may not challenge specific courses required for graduation by the State of California.

Test Content and Administration

It shall be the responsibility of department chairpersons to collaborate with teachers in the development of appropriate district-wide testing procedures and materials for the classes that may be challenged within their department. Departmentally developed curriculum standards shall determine the content and the type of evaluation to be used. The examination should include indirect and direct assessment items in concert with district standards tests. The type of test administered should be dependent upon district standards and the corresponding course outline. Furthermore, it is the responsibility of the department chairperson or designee to supervise the administration, correction, and verification of tests pertaining to the department.

The student must pass the test with at least 80% to receive credit and the grade will be in accordance with his/her achievement level. The results of his/her challenge will be included on his/her permanent record.