



**Graduation Requirements- High School
Credit For Proficiency Through
Assessment**

Credit for Proficiency Through Assessment is a process for ascertaining student achievement and awarding credit for a particular course, which is normally offered within the student's high school, without the student's having to enroll or otherwise participate in the course. The procedures in this Administrative Directive are in accordance with OAR 581-022-1131.

- (1) The intent of Credit for Proficiency Through Assessment is to:
 - (a) Challenge students to work in a subject area at their ability and achievement levels;
 - (b) Enable students who demonstrate mastery to earn credits toward graduation;
 - (c) Enable students to pursue various elective interest areas by challenging courses where they can demonstrate mastery;
 - (d) Allow for early graduation; and
 - (e) Allow for demonstration of mastery for courses a student failed early in high school and has completed and passed the second and third course in a series.
- (2) Classes designed explicitly for the remediation of deficiencies in minimum competencies are not subject to Credit for Proficiency Through Assessment.
- (3) General Guidelines:
 - (a) All courses, except as noted above, shall be subject to Credit for Proficiency Through Assessment.
 - (b) An "assessment" is aligned to the course standards and will be comprised of a combination of written exam, oral exam and a portfolio. All parts of the assessment must receive a passing score.
 - (c) A student may challenge a course any time after he/she is eligible for high school or with the permission of his/her principal.
 - (d) A student may challenge a course for credit only once unless there are multiple versions of the exam.
 - (e) Examination will be ordinarily given once each year at times and locations to be designated by the district.
 - (f) Initiation of Credit for Proficiency Through Assessment procedures for specific courses shall be dependent upon the availability of adequate evaluation instruments. The development of such instruments is the



Administrative Directive 4.20.043-AD

Graduation Requirements- High School Credit For Proficiency Through Assessment

responsibility of the district. Courses for which examinations are currently available shall be announced and posted.

- (g) Assessments for courses unique to one or a few schools shall be locally developed in consultation with the district.
- (h) The determination of credit for a given course shall be determined by the district. Where no credit is given, the reason (low score and cutoff point, etc.) shall be stated in writing to the student and parent. When credit is issued, it shall be assigned in the following manner:
 - (A) Passing grades of P or letter grades A-D indicate a level of performance for which the credit is recorded on the student's transcript and shall be honored by a "receiving" school in case of a student's transfer.
 - (B) Beginning with the 2015-16 school year, students may earn a letter grade if the Credit for Proficiency Through Assessment course includes an assessment and portfolio. If the course only includes an assessment, students will earn a Pass/No Pass.
 - (I) Current examples of courses in which students may earn a letter grade are Health and Latin.
 - (II) Current examples of courses in which students may only earn a Pass/No Pass are SLIP (Second Language Inventory Protocol) and STAMP (Standards-based Measurement of Proficiency).
- (i) The examination format should provide an appropriate valid method of determining attainment of course goals consistent with requirements of economy and time.
- (j) A student applying for Credit for Proficiency by Assessment shall use the district application form, which shall be filed by the student in keeping with any deadlines established and advertised.
- (k) A fee may be established by the district for Credit for Proficiency by Assessment courses, and it will be stated annually in the application materials.
- (l) A student and parent will be made aware of any extended college or NCAA implications of P/NP transcript grades or Credit for Proficiency by Assessment.

History: Adopted 1/77; Amended 4/80; 5/84; 9/02; 5/16