

Outside College Credit Application

Students may earn college credits outside of the concurrent and dual enrollment structures sponsored by District 20. Courses taken through District 20 sponsored concurrent and dual enrollment are not subject to the guidelines below. Students must use this form to apply for outside **college level course(s)** to be applied to their high school transcript. For **high school level courses**, students must submit the **Outside High School Credit Application**.

1. College courses taken outside of the concurrent/dual enrollment structure must be approved by D20 College and Career Services **prior** to student enrollment. Courses completed without prior approval may be evaluated but are not guaranteed to be added to the high school transcript and may not be counted toward graduation requirements.
2. A student must be enrolled in District 20 as a full-time student before requesting credit from outside college courses.
3. All credit must be obtained from accredited colleges and/or universities. Requests for credits from non-accredited colleges or universities will be denied.
4. College courses taken outside of the concurrent/dual enrollment structure are not funded by District 20 or any individual high school.
5. For approved outside college credit, final decisions regarding the type and amount of high school credit and whether the course qualifies for GPA weight, are made by College and Career Services. (See policy IKAA-R Grading/Assessment Systems in the High Schools Procedure).
6. Once an approved outside college course is complete, it is the student's responsibility to provide College and Career Services with a transcript from the college or university that reports the final grade for the course. Approved courses will not be added to student transcripts without this documentation.

Student Information

All information must be completed for the application to be considered. One course request per application.

Date: _____ Last Name: _____ First Name: _____ M.I. _____

High School: _____ Grade: _____ D20 Student ID# _____

Desired Credit Area				
<input type="checkbox"/> English	<input type="checkbox"/> Math	<input type="checkbox"/> Science	<input type="checkbox"/> Social Sciences	
<input type="checkbox"/> World Language	<input type="checkbox"/> Health	<input type="checkbox"/> PE	<input type="checkbox"/> Arts	
<input type="checkbox"/> Core Elective	<input type="checkbox"/> Elective			
Anticipated Start Date:		Anticipated Course Completion Date:		
Course Number and Title:				
Course Description:				
Course Credit Hours:				
College or University Offering Course:				
Office Use Only				
Course Approved?	Student Status	Credits Need Verification?	Course Weighted:	Comments:
<input type="checkbox"/> Yes	<input type="checkbox"/> Full time	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	
<input type="checkbox"/> No	<input type="checkbox"/> Part time	<input type="checkbox"/> No	<input type="checkbox"/> No	

Student Signature

Parent Signature

College and Career Services Signature