



## Outside Agency Credit Application

Students may need to earn credits not offered as part of the established educational sequence sponsored by the District 20 high school. To accommodate these situations the following guidelines and expectations are in place. Outside credits may be taken for credit recovery or enrichment in the event that the course is not offered or available to the student in District 20 through a school or district-sponsored programs, or as determined by the principal. Outside credits may not replace an existing earned credit. Students may, subject to the information below, take no more than six outside credits in attainment of the required credits for graduation.

1. All courses from outside agencies need to be approved by the counselor and principal **prior** to enrollment in the outside credit. Credits completed without prior approval will not be considered.
2. Students may take no more than two outside credits during the 9<sup>th</sup> and 10<sup>th</sup> grades combined; no more than two outside credits in 11<sup>th</sup> grade; and no more than two outside credits in 12<sup>th</sup> grade.
3. Students must be enrolled in District 20 as a full-time student before taking outside credits.
4. All credit must be obtained from approved accredited agencies. Requests for credits from non-approved agencies must be approved by the principal before enrollment.
5. Courses taken through outside agencies are not paid for by District 20 or the individual school.
6. Students who are full-time students are not eligible to receive homeschool credits. Should students wish to received homeschool credits, they must be part-time students with an active Intent to Homeschool form on file with District 20. These credits will be evaluated as with any other in-coming homeschool credits.

### Student Information

Date \_\_\_\_\_

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

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I. \_\_\_\_\_

Grade: \_\_\_\_\_ D20 Student ID# \_\_\_\_\_

<b>Desired Credit Area</b>			
<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 Name:			
Description:			
Outside Credit-Granting Agency:			
<b>Office Use Only</b>			
Counselor Name: _____			
<b>Student Status:</b> <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		<b>Credit Needs Verification</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Principal (or Designee) Signature