

## Board Policy

Code No. 501.6R1

### **ADMINISTRATIVE PROCEDURE FOR AWARDING CREDITS TO STUDENT TRANSFERS IN REGULATION**

1. The requesting student will be provided a current Program of Study book. The student will be required to identify and enumerate the courses from the Program of Study book for which he/she proposes to earn and receive transfer credit. Students requesting credit should do so in advance.
2. The student will provide results on standardized tests, including ITBS, ITED, ACT, or SAT that would support granting credit for courses for which approval is being considered.
3. The student may be required to submit assignments, complete subject area final exams or other assessments of subject level competence. This will be determined by the District. The student may be required to identify textbooks and other materials that will be used to submit completed projects, and to provide other information at the sole discretion of the District.
4. Any agreement on credit awards will be tentative until it receives final approval from the Superintendent, whose decision shall be final.

*Legal Reference: Iowa Code*

*Approved: April 17, 1995*

*Reapproved: June 15, 1998  
June 18, 2001  
June 21, 2004  
July, 9, 2007  
July 11, 2011*

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