

TRIO Wolf Creek Distance Learning Charter School #4095

Procedure 127

Transfer of Courses / Credits

Transfer of Courses Taken for Credit Below 9th Grade

Students occasionally will enroll in coursework that is considered high school equivalent coursework at another institution while in grades lower than 9th grade equivalency. When a student transfers into Wolf Creek, it is the responsibility of the student to request in writing that courses be considered high school courses if they were not taken while the student was enrolled in grades 9-12. This written request will be processed by the Dean of Students at Wolf Creek.

The Dean of Students will contact the institution where the credit was awarded and determine if they consider the course for high school credit. The mere fact that it was considered a high school credit in another institution does not automatically make it a high school credit course at Wolf Creek. Wolf Creek reserves the right to request course descriptions and syllabi to determine standards and content covered in any transfer courses. The final determination as to whether another institution's course will be considered a high school transfer credit at Wolf Creek remains with Wolf Creek Online High School.

Please note that based on the many institutions from which students transfer into Wolf Creek that Wolf Creek will not initiate a records request for these credits without the written request.

Transfer of Credits

TRIO Wolf Creek Distance Learning Charter School employs a full time Dean of Students to request, receive and evaluate all transcript and credit bearing materials for transfer students.

All credits are verified for authenticity before being added to a TRIO Wolf Creek transcript.

Credits that are awarded from home school institutions will not be added into a student's GPA and may be awarded on a PASS/FAIL basis.

The institution ensures that students graduating from the institution complete at least 25% of the courses required for graduation at the institution.

When this assurance cannot be met due to academic credit progression of the student, then the Dean of Students is responsible for evaluating the transfer credits and ensuring that all credits that are accepted as transfer credits to the institution are from a credible and reliable educational option.

Adopted: 9-14-2010

Revised: 1-9-2018; 3-20-2018

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Repeated Courses

At times a student may fail a course outlined in the graduation requirements. Students that fail a course are allowed to repeat this course as needed to meet graduation requirements with Wolf Creek. When students fail a course, they will receive an “F” on their transcript. The grade for this course will not be removed from the student’s transcript, and GPA is not recalculated based on a student’s future successful completion of the course.