ACADEMIC ACHIEVEMENT   ADMIN REG
CREDIT RESTORATION PROGRAM   EIF (LOCAL)

PROGRAM
ELIGIBILITY

A student may be eligible for the district's online credit restoration/ personal learning courseware if the student meets one or more of the following conditions:

- The student has failed at least one semester of a non-EOC related course with a semester average of no lower than a 60; or,
- The student transfers into the district and seeks to complete coursework in an area outside of the normal scope of LCISD course offerings, but is available through the district's online courseware; or,
- The student is attending one of the district's alternative programs where there is not a certified teacher available in a particular area of instruction, and the student is completing coursework in an elective that is within the district's normal scope of course offerings; or,
- A student requiring a review for state assessments may participate in the non-credit review modules upon the recommendation of his or her teacher, counselor, or principal; or,
- A student receiving homebound services may access the district's courseware in order to maintain progress with in-class peers; or,
- With permission of the campus principal, the student is in his or her senior year and requires an original credit course to meet graduation requirements and does not have the ability to take the course in a traditional setting; or,
- Any other situation in which the campus principal and the district Academic Administrator both deem that it is in the best interest of the student to complete required coursework toward graduation utilizing the online courseware system.

RESTRICTIONS

The following restrictions apply to student enrollment in the district's online credit restoration courseware program

- Students that have failed a non-EOC related course with a semester average less than 60 are not eligible for online credit

restoration. Students in this situation will need to take the semester for which they failed in a traditional classroom setting.

- Students that fail an EOC related course are not eligible for online credit restoration and must retake the course in a traditional classroom setting.
- Students that have been denied credit due to excessive absences and have failed to complete an attendance recovery plan as per Board Policy FEC (LOCAL) are not eligible for online credit restoration. Students in this situation must retake the course in a traditional high school setting.
- Students completing an online credit restoration course to recover a failed semester grade will have until the end of the semester in which they start the coursework to complete all online course activities in the courseware system. Otherwise, the student will start the coursework over in a subsequent semester.
- Students are only allowed to complete two (2) complete courses or a total of four (4) semesters of coursework through the online credit restoration courseware during their high school careers. Exceptions may only be granted by the district Academic Administrator in consultation with the campus principal.
- Students being served on a Special Sites campus are not subject to the two complete courses or four (4) semester limitation on courses taken in credit restoration.

GRADING

Students that successfully recover one or more semester credits through the online credit restoration process will have a passing grade of 70 posted to their transcript for each semester recovered.

Students in an alternative program or a homebound setting will be graded based on the corresponding campus grading periods.

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STAFFING

At least one, but not more than two, certified teachers will be assigned to the credit restoration/personal learning classroom at each designated campus. It will be the responsibility of the teacher(s) to:

- Enroll students and maintain attendance
- Monitor student success and provide guidance when necessary
- Make the final decision as to the pass / fail status of individual students
- Maintain the integrity of the online credit restoration courseware

Assigned personnel will be trained at least three (3) times yearly on courseware updates, fidelity of use (including data from his/her campus), and collaboration.