

## TRANSFER-IN STUDENTS

Students wishing to enroll from an accredited or non-accredited alternative education program outside of the district must provide to the Principal a transcript and/or course description for courses completed along with evidence of completion of the course. An alternative education program may include but not be limited to online and correspondence courses, home schooling, and learning centers. The Principal will evaluate the course(s), with advice provided by the Curriculum Director if needed. Credits will not be awarded on the basis of ITED or other Standardized, Nationally Normed tests. The District shall decide what course(s) and how many credits shall be credited to the student. A competency test may be administered for gathering more information.

For those requesting to enter our K-8 program, the procedure is: (a) a record of what course/subjects were completed, what level was completed, and what level of success was achieved; (b) the written record will be evaluated by the Building Principal, with advice by the Curriculum Director if needed; (c) a competency test may be administered for gathering more information; and (d) the student will be admitted on probation and be re-evaluated at the end of the 9-week period to decide whether or not the student is performing at a level comparable to other students in that grade level. If the student is not, he/she will be placed at the more appropriate level.

06/26/09

Reviewed 12/22/14