

LEBANON HIGH SCHOOL FLEXIBLE CREDIT APPLICATION

Please be sure to first consult your counselor prior to signing up for any courses to ensure that you are placed correctly.

This form must be completed and approved prior to a student taking a flexible credit course.

Student Name: _____

Date: _____

To the Student:

Please read the following statements and then initial next to the statements indicating that you understand the policies. I understand that:

_____ If my proposal is accepted, I will earn a letter grade (A,B,C,D, or F) for the course as indicated on the accredited transcript from the issuing institution along with the approved credit; I will earn a Satisfactory (S) grade or Unsatisfactory (U) grade for course work approved through non-accredited institutions. This grade will appear on my high school transcript and will be calculated into my cumulative GPA.

_____ Credit will be granted at the end of each Lebanon High School semester for all flexible credit courses.

_____ Weighted credit may be granted for an accredited course where there is a similar course offered at LHS.

_____ I may not drop a flexible credit course after the drop date (10 days into the semester). If I drop after the drop date, I will receive an F or U as a failing grade on my transcript.

_____ Academic honesty rules apply just as they do in a traditional class setting.

_____ Many traditional classes are offered during select semesters at Lebanon High School and I have discussed with my guidance counselor how the outcome of this flexible credit class will impact any traditional classes I subsequently take and/or my ability to schedule other courses.

_____ I recognize that the course may not match the academic standards for LHS and may not adequately prepare me for subsequent courses.

_____ I must meet attendance requirements set forth by my plan.

_____ I am responsible for meeting graduation requirements, and ensuring that I have met those requirements by established deadlines to participate in senior graduation.

_____ I am responsible for maintaining my academic/athletic eligibility with the OHSAA.

Your signature indicates that you have discussed the above statements with your parents, understand the commitment you are entering into, and agree to the policies set forth by Lebanon High School.

Signature of Student: _____ Date: _____

To the Parent/Guardian: Please read and discuss the above policies with your student. Your signature indicates that you have read the above statements and agree to the policies set forth by LHS. Your signature also relieves the school of any liability for your son/daughter during times in which your student is not required to be at school due to this flexible credit proposal.

Signature of Parent/Guardian: _____ Date: _____

FLEXIBLE CREDIT SUBMISSION

Name of Course: _____ Credit Attempted: _____

Begin Date: _____ End Date: _____

COMPLETE EITHER PART I OR PART II BELOW, BUT NOT BOTH:

Part I: complete only if method for course work is through an accredited institution (i.e. Warren County Educational Service Center, etc.)

_____ Face to Face Classroom Instruction

_____ Online Class

_____ Other (please specify) _____

Name of institution from which transcript credit is awarded: _____

If you completed Part I above, stop here and return all pages to your counselor.

Part II: complete if method for course work is from a non-accredited institution:

****You will be asked to use all of the following information to create a comprehensive plan/outline for gaining your flexible credit. This detailed plan will be submitted to the flexible credit committee for approval or denial. If pieces of the plan are missing, it may be returned to you for revision and resubmitted.**

Method of Achieving Credit (Mark all that apply):

_____ Complete coursework

_____ Online class through (name of institution) _____

_____ Independent Study

_____ Other (please specify) _____

Proposed methods for demonstrating mastery for credit (You must select at least three):

_____ Project(s)

_____ Tests/Quizzes

_____ Labs

_____ Internship

_____ Research Paper/Project

_____ Portfolio

_____ Final Exam

_____ Other (please specify) _____

Adult Supervisor(s)/Teacher(s)/Mentor(s): _____

Phone #: _____

Email: _____

Part II Continued (please be detailed and specific)

Explanation of the methods for achieving credit:

Timeline for achieving credit and checkpoints:

Each course has a series of topics that are addressed throughout the course. Please see the Lebanon curriculum guide available on our website to find those topics. **Please attach a specific outline explaining how your proposal covers each of the topics for the comparable Lebanon course.**

Please return all materials to your counselor.

FOR OFFICE USE ONLY _____ To be completed by Lebanon High School

Date Application Submitted: _____

Submission Approval: Approved Denied

Reasons for Denial of Submission:

Signature of Counselor: _____ Date: _____

Approved Flexible Credit Proposal Information

FINAL GRADE FOR FLEXIBLE CREDIT COURSE: _____ **CREDIT AWARDED:** _____

CREDIT AWARDED FOR SCHOOL YEAR _____ - _____

_____ **CHECK AND INITIAL WHEN ENTERED INTO TRANSCRIPT** _____

Please attach all artifacts for the course.