Wenatchee School District
Competency Based Credit Approval Form

WSD School Board Procedure 2410P, WAC 180-51-50, WAC 180-51-110

Credit based on competency, in lieu of enrollment or taking specific courses, may be granted by the principal. The principal is responsible for evaluating educational experiences of individual students and recommending graduation to the superintendent when requirements have been met. Competency based credit shall be granted by the department chair offering the course and approved or denied according to the procedures outlined below by the school principal.

At a minimum, Competency Based Examinations will be used to demonstrate competency. Satisfactory demonstration by a student of clearly identified competencies may include projects, portfolio, or presentation as determined by the specific department. Matriculated students currently registered in the Wenatchee School District, with permission of their school counselor and department chairperson offering the course may take competency examinations for high school credit in courses in which they are not registered. Students may not take competency examinations in courses which they have attempted, or in which they have received a final grade. Junior and Senior students may not receive credit by challenge examination in freshman or sophomore courses. Students may not receive credit (pass/fail) by competency examinations in any course prerequisite to a course in which they are enrolled or have received a final grade. The maximum credit for competency examinations is 1 (.5 per semester per class) credit unless permission is obtained from the school principal.

The fee for all competency-based petitions is paid at teacher's hourly per diem rate per course not to exceed five hours of work.

Required Information for Approval: Parent Signature: _____ Date: _____

Students Name: _____ Date: _____

1. Course the student has demonstrated competency in: _____
2. Amount of credit to be earned upon approval: _____
3. To what WSD HS course requirement will this be applied? _____
4. Please attach a typed statement, to specifically state the student's demonstrated performance that has indicated competency for this curriculum. This information should include as a minimum:
   a. A student journal *(course syllabus)*
   b. Course exhibits *(actual school work)*
   c. Competency-based Examination *(Provided by the specific WSD HS curricular department chairperson)*

☆ Department Chairperson approval: _____
Signature Date

☆ Counselor has **reviewed** request: _____
Signature Date

Principal's Determination:

☐ Credit Approved

☐ Credit Denied

_____
Signature Date

Due to graduation timelines, the parent or eligible student is hereby notified that an appeal to the decision on waiver requests must be made in writing to the superintendent no later than ***December 1st of the student's senior year***

2005/2006

Once completed this form is to be retained in the student's cumulative file.