



Waterford School District
Assessment for Credit
July 30, 2018 through August 3, 2018

Students are eligible to register to take an Assessment for Credit beginning in the eighth grade year and each subsequent year. Annually students may earn high school Credit through Assessment for required MMC courses offered by the Waterford School District. The credit earned will count toward meeting graduation requirements. There is no maximum number of credits students may earn. However, a student *may not test out of a course and then take a course which is lower in course sequence concerning the same subject area.*

Students may earn credit if they successfully complete subject area content expectations or guidelines for the credit with an assessment score of 77% or better *in each section of the test.* The assessment will include a written test, and may also involve a portfolio, performance, paper, project or demonstration. Students will not receive a grade for this credit, but it will count towards a graduation credit with a P for pass on the student's transcript. Please understand that credit earned in a core course will not be accepted by NCAA for students wishing to participate in sports at Division I or Division II schools. Students will be notified prior to registration of their assessment results.

For more information see: Michigan Department of Education, Michigan merit Curriculum section 380.1278 (a)(4)(c) and Act 451 section 380.1279(b)

Procedure for Assessment for Credit

1. Students may want to consult with their high school counselor to see if the assessment is suitable.
2. The student will obtain a *Request to Take an Assessment for Credit* from the counseling office.
3. Request forms are due at the **Curriculum, Instruction, and Assessment department no later than May 11, 2018.** They can be mailed, faxed (248-682-0599) or scanned and email attached to jenniv01@wsdmi.org.
4. Test dates will be July 30 – August 3, 2018. Specific test dates during the testing window will be set once all application have been received.
 - a. There will be no private assessments arranged. Student must make arrangements to be at the test site on the specified day.
 - b. In the event the proctor is not available on the date and no replacement can be found, an alternate date will be set.
5. Students who have applied to test will receive confirmation by email/postal mail to pick up the following from the student's high school bookkeeper starting the last week of the school year through June 22nd, 2018.
 - o Course Syllabus, including assessment tasks the student may have to perform and to what standard.
 - o Textbooks and materials at the student's high school, if applicable.
6. All assessments, including materials supplied by the student for the assessment will remain the property of the school district and will not be returned to the student.
7. Once the assessment has taken place students must return books, non-consumable materials to the student's high school bookkeeper. Students will be charged for any non-consumable materials not returned.
8. Students will receive their assessment results by postal mail prior to high school registration.

Please Contact the Curriculum, Instruction, and Assessment department (CIA) for any questions regarding Assessment for Credit at 248-706-4864 or email jenniv01@wsdmi.org.



Waterford School District Assessment for Credit Application July 30, 2018 through August 3, 2018

I am requesting the opportunity to earn high school credit by assessment. I understand that the grade will be pass/fail. The assessment may include not only a written examination, but also written reports, research papers, performance demonstrations, a portfolio or other projects. I understand that each section of the assessment must be passed or testing will stop at that point. I understand I must successfully complete course expectations at the mastery level. I have read and understand the WSD Assessment for Credit information on the reverse side of this application.

- This form must be received at the Curriculum, Instruction, and Assessment department, Crary Campus, 501 N. Cass Lake Rd., Waterford, MI no later than **May 11, 2018**.
- Specific course information and resources will be available for the student to pick up from their high school bookkeeper starting the last week of the school year through June 22nd. Textbooks will be provided if they are applicable.
- The student will receive notification regarding the specific assessment schedule by email and postal mail.
- **One form must be completed for each course the student would like to assess.**
- I understand it is not a requirement for me to take an Assessment for Credit. It is my responsibility to be available on the test date provided to me. No alternative dates will be available.

PLEASE PRINT

Student Name: _____ Student # _____

Address: _____
 Street City Zip Code High School

Phone: _____ Student Email: _____

Parent/Guardian: _____ Email: _____

High School: _____ Current Grade for 17-18: _____ Date of Request: _____

Course Title for which I am requesting Assessment for Credit. Please indicate if the assessment is for a specific semester or a full year. **Only one course per form.**

Name of Course

Student Signature Parent/Guardian Signature

To Be Completed by the Proctor:

I hereby affirm _____ has has not demonstrated mastery to earn credit

for _____ Credit [if earned] .50 1.0
Course Title [and semester or full year]

Proctor Signature Date