



**ROCHESTER**  
**COMMUNITY SCHOOLS**

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PRIDE IN EXCELLENCE

**Exam for Credit Packet**

**Winter 2018**

**Location: Rochester High School**

# Exam for Credit Schedule

Rochester Community Schools establishes semi-annual dates for implementing the District's Exam for Credit procedures. The January testing is for all one semester courses, such as Health, PE, Economics, Government and some elective courses. The May testing is for all full year courses, which is the majority of high school courses. Students who wish to take the exam for credit are required to adhere to the following schedule for **ONE SEMESTER** courses.

- November 1, 2017 – December 1, 2017**      **Registration period. Applications may be picked up in middle school and high school counseling offices and are also available on the Rochester Community Schools website. [www.rochester.k12.mi.us](http://www.rochester.k12.mi.us) hover over Curriculum tab, click on Secondary Education, click on High School, click on Exam for Credit Winter 2018.**
- December 1, 2017**      **Exam for Credit applications due to middle school counselor or high school counseling secretary.**
- December 15, 2017**      **Confirmation emails sent. A list of Course Content Expectations/Syllabus is posted at [www.rochester.k12.mi.us](http://www.rochester.k12.mi.us) - hover over Curriculum tab and click on Standardized Testing.**
- January 11, 2018**      **Exam for Credit administered at Rochester High School from 3:30-5:00 p.m.**
- Week of Semester 1 Final Exams**      **Parent/student/counselor notified of results via email for possible schedule change(s).**

**The Exam for Credit measures a student's current understanding of a course's curriculum prior to taking the course. The material and resources provided will not be all inclusive of the specific exam questions.**

**Important Note: The Exam for Credit opportunity involves multiple staff members at an additional cost to the district. By law, these costs cannot be passed on to students. It is imperative that students who register but, subsequently, choose not to participate in an exam notify the Curriculum Department at least one week prior to the exam at 248.726.3132. Your cooperation in this will save time and valuable school resources and is much appreciated. *Students who register but do not attend the exam may not be eligible to participate in future Credit by Exam opportunities.***

If you have questions about exam for credit please contact the assistant principals at the high school your child attends or will attend for high school:

Todd Calcamuggio-Adams  
[tcalcamuggio@rochester.k12.mi.us](mailto:tcalcamuggio@rochester.k12.mi.us)  
248-726-5215

Brian Shelson-Stoney Creek  
[bshelson@rochester.k12.mi.us](mailto:bshelson@rochester.k12.mi.us)  
248-726-5719

Casey Wescott-Rochester  
[cwescott@rochester.k12.mi.us](mailto:cwescott@rochester.k12.mi.us)  
248-726-5416

You may also contact Carrie Lawler, Executive Director of Secondary Education (248-726-3131 or [clawler@rochester.k12.mi.us](mailto:clawler@rochester.k12.mi.us)), who oversees the Exam for Credit process.

# EXAM FOR CREDIT PROCEDURES

The term “exam” in this document refers to the assessment tool(s) used to measure the student’s understanding of the subject area content expectations or guidelines that apply to the credit. The appropriate Rochester Community Schools staff will determine assessment tools.

## PURPOSE

The purpose of this document is to provide consistent, equitable guidelines for Rochester secondary schools to comply with the State mandates, rules and regulations, specifically with regard to the Testing Out legislation (P.A. 451 of 1976, Section 380.1279b and Revised School Code, Section 380.1278a)

The law states:

*The board of a school district shall grant high school credit in any course to a pupil enrolled in high school, but who is not enrolled in the course, who has exhibited a reasonable level of mastery of the subject matter of the course by attaining a grade of not less than C+ in a final exam in the course, or, if there is not a final exam, by exhibiting that mastery through the basic assessment used in the course which may consist of a portfolio, performance, paper, project or presentation. For the purpose of earning credit under this section, any high school pupil may take the final examination in any course. Credit earned under this section shall be based on a “pass” grade and shall not be included in a computation of grade point average for any purpose. Credit earned under this section may or may not be counted toward graduation, as the board of the school district may determine, but the board’s determination shall apply equally to all such credit for all pupils and credit earned under this section shall be counted toward fulfillment of a requirement for a subject area course and shall be counted toward fulfillment of a requirement as to course sequence. Once credit is earned under this section, a pupil may not receive credit thereafter for a course lower in course sequence concerning the same subject area.*  
(1993)

*380.1278(a)(4)(c). A school district or public school academy shall also grant a student a credit if the student earns a qualifying score, as determined by the department, on the assessments developed or selected for the subject area by the department or the student earns a qualifying score, as determined by the school district or public school academy, on 1 or more assessments developed or selected by the school district or public school academy that measure a student’s understanding of the subject area content expectations or guidelines that apply to the credit.*  
(2007)

# ELIGIBILITY

The exam for credit process applies equally to all students currently enrolled in Rochester Community Schools. Students scheduled to take a high school level course during the following semester and students currently enrolled in private or parochial schools who are registered to enter a Rochester Community Schools' high school or middle school qualify for Exam for Credit. Exam for Credit pertains to **high school courses only**. Students who meet the eligibility requirement will be permitted to test out of a class for credit during the designated test period.

Some courses require group participation; these are therefore exempt from Exam for Credit.

# GUIDELINES

The following guidelines apply to the exam for credit procedures for students for the Winter 2018 testing period.

1. State guidelines for Exam for Credit require a 77% or better passing score.
2. Students, who receive 77% or better on their assessment, will receive "T/O" (Test Out) along with the amount of credit they earned on their transcript. Only passing grades will be recorded on the transcript.
3. Courses tested out of successfully will be accepted as fulfillment of a requirement in a course sequence.
4. Courses tested out of successfully will not count in the computation of the student's grade point average.
5. Courses tested out of successfully will satisfy the numerical credits necessary for the fulfillment of graduation requirements.
6. A student who earns credit through Exam for Credit may not enroll in that course or test out of a lower course in the course sequence.
7. Students will have the opportunity to test out of courses each year but cannot test more than once for any particular course.
8. With Curriculum Department approval, a student who has taken a course and failed may take an Exam for Credit in that course as a credit recovery option.
9. During the Winter Exam for Credit testing period, students may apply for a one semester course only and may only take one exam.\* We are providing single semester course exams during the winter to help students avoid taking multiple exams in the spring.

10. The test area will be open at 3:00 p.m. The test will begin at 3:30 p.m. The test will have a maximum time limit of 90 minutes. The PE test consists of 3 parts (written, fitness, and skills) and may take longer than 90 minutes to complete.
11. No cell phones will be allowed in the test area. All graphing calculators must be cleared prior to the start of the test.
12. Students are tested on their knowledge of the course/curriculum specific to accepted Rochester Community Schools expectations.
13. Once registered, students may access a list of Course Content Expectations and/or a syllabus for the course at <http://www.rochester.k12.mi.us/pages/92109/exam-for-credit>. This information will become available on December 15, 2017.
14. Results will be communicated by the beginning of each semester or sooner if possible. Students should schedule an appointment with their counselor if a schedule change is needed.

*\*Exceptions may be made on a case-by-case basis and must be preapproved by the Executive Director of Secondary Education.*

# Rochester Community Schools

## Exam for Credit Request Application Form

**Deadline Date: December 1, 2017**

**\*Turn into Counseling Office\***

**Test Date: January 11, 2018 – Rochester High School**

Please Print Clearly

Student Name \_\_\_\_\_ Student No. \_\_\_\_\_

Current Grade Level \_\_\_\_\_ Current School \_\_\_\_\_ Home High School \_\_\_\_\_

Contact Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Address: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Street Address City Zip Code

Counselor Signature/ Approval \_\_\_\_\_

(Counselors: By signing this form, you are indicating that the exam(s) the student has listed are: (1) Following the proper sequence and (2) The student has not taken the exam previously for credit.)

*For the Winter testing period, exams must be a one semester course only. Exceptions may be made on a case-by-case basis and must be preapproved by the Executive Director of Secondary Education.*

EXAM FOR CREDIT COURSE	COURSE NUMBER	IF SUCCESSFUL, REPLACE WITH THIS COURSE	COURSE NUMBER

The Exam for Credit measures a student's current understanding of a course's curriculum prior to taking the course. The material and resources provided may not be all inclusive of the specific exam questions.

We understand that once the above named student has achieved the exam for credit course designation, he/she may not take that course nor may he/she test out of a lower course in this course sequence.

The Exam for Credit opportunity involves multiple staff members at an additional cost to the district. By law, these costs cannot be passed on to students. It is imperative that students who register but, subsequently, choose not to participate in an exam notify the Curriculum Department at least one week prior to the exam at 248.726.3132. Your cooperation in this will save time and valuable school resources and is much appreciated. *Students who register but do not attend the exam may not be eligible to participate in future Credit by Exam opportunities.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date