

Credit recovery provides an additional learning opportunity for students who have previously been unsuccessful in mastering content or skills required to receive course credit. As set forth in policy 3420, Student Promotion and Accountability, the term “credit recovery” refers to a block of instruction that is less than the entirety of the Standard Course of Study for that course. Credit recovery delivers a subset of the Standard Course of Study or blueprint of the original course in order to specifically address deficiencies in a student’s mastery of the course and target specific components of a course necessary for completion.

**I. FEATURES OF THE CREDIT RECOVERY PROGRAM**

- A. The “credit” offered through the Credit Recovery Program is credit toward graduation requirements only and may not be recognized by outside groups, including postsecondary institutions. Course credit acquired through the Credit Recovery Program may not satisfy NCAA course eligibility requirements for student athletes. However, the North Carolina High School Athletic Association (NCHSAA) has acknowledged that there will be no adverse impact on a student’s high school athletic eligibility due to participation in credit recovery courses.
- B. Students should speak with their academic counselor about how participation in the Credit Recovery Program could impact their unique post-graduation plans, and whether retaking the entire course is a better option given their goals.
- C. Credit recovery courses will not impact the student’s grade point average or replace a failing grade on the student’s transcript. The original grade for the course will remain on the student’s transcript.
- D. Students wishing to change their grade or raise their grade point average should repeat the full course for credit rather than participate in the Credit Recovery Program.
- E. The length of credit recovery courses is dictated largely by the skills and knowledge the student needs to recover but requires a minimum of 18 contact hours.
- F. Students may enroll in only one credit recovery course at a time. However, the number of credit recovery courses taken by a student prior to graduation shall not be limited.

**II. ELIGIBILITY FOR PARTICIPATION**

- A. Only students who fail to receive credit for a high school course may participate in the Credit Recovery Program.

- B. A student who fails a course with a grade average of less than 50 is ineligible to participate in credit recovery for that course and must repeat the course for credit.
- C. A student who has more than 12 unexcused absences from a course in a semester is ineligible to participate in credit recovery for that course, and must repeat the course for credit.
- D. A student who, in the judgment of the building principal, uses the Credit Recovery Program to deliberately circumvent participation in the traditional class setting for a course is ineligible to participate in credit recovery for that course.
- E. Participating in the Credit Recovery Program is a privilege. The building principal has discretion to remove a student from a credit recovery course for conduct that is disruptive to the safe, orderly, and efficient administration of the program.

### **III. ADMISSION**

- A. Before being admitted to the Credit Recovery Program and permitted to take a credit recovery course, a student must complete the Credit Recovery Program application and turn it in to the building principal along with written parental consent. The parental consent shall confirm that the parent or guardian has reviewed this regulation and policy 3420, Student Promotion and Accountability.
- B. The building principal or designee shall confirm the student's eligibility to participate in credit recovery for the course.
- C. If the building principal determines that the student is eligible to participate in credit recovery for the course, then the building principal shall approve the application by signature.

### **IV. EVALUATION OF STUDENT DEFICIENCIES**

- A. Upon a student being approved to participate in credit recovery for a course, a school administrator and/or school counselor shall hold a conference with the student to discuss the program and expectations.
- B. The school administrator, in coordination with the previous teacher of the course that the student failed, shall determine which course deficiencies caused the student to fail the course.
- C. Based on the above evaluation, the teacher shall identify the components or modules of the course that will be part of the credit recovery course. The content should be dictated by the deficiency demonstrated when the student attempted the

course the first time and the results of the course skill-specific diagnostic.

**V. COURSEWORK STANDARDS**

- A. The modules or components included in the credit recovery course shall align with the Standard Course of Study for the course and the student's deficiencies in the content of the original course.
- B. Credit recovery courses shall be taught or supervised by a teacher in compliance with all State Board certification and licensure requirements.
- C. When feasible, credit recovery courses should feature in-person instruction.
- D. To the extent that online credit recovery programs are utilized by a school, the online program must be approved by principal and require regular and substantive interaction with a teacher.

**VI. Credit**

- A. Credit recovery courses will be graded pass (P) or fail (F).
- B. Students who took the associated EOC exam as part of the original course may, but are not required to, retake the associated EOC exam. If a student elects not to retake the EOC exam, the previous EOC exam score shall be included as 20% of the final pass/fail grade. If the student elects to retake the EOC exam, the new EOC exam score shall be included as 20% of the final pass/fail grade. Any EOC exam shall be administered within 30 days of completing the credit recovery course.
- C. A student participating in the Credit Recovery Program must demonstrate proficiency in each component or module included in the credit recovery course in order to receive course credit.
- D. Credit recovery courses should be completed within one semester or summer session unless, in the opinion of principal, extenuating circumstances make an Incomplete more appropriate for a student's effort than a failing grade. Upon completion of the credit recovery course, the Incomplete will be replaced with a grade of pass or fail for the semester in which the credit recovery course was begun.

**VII. Monitoring Program Quality**

- A. The building principal shall monitor the Credit Recovery Program to ensure that no student receives course credit without demonstrating proficiency in the areas of deficiency that caused the student to fail the original course.

- B. Each year, students participating in credit recovery and teachers participating in the Credit Recovery Program shall be surveyed on the quality of instruction and learning in the Credit Recovery Program. Completion of the survey is optional. Survey results shall be compiled by the the building principal.

Approved: December 2, 2019

Reviewed:

Revised: