

# **IKF/IKFA/IHK-AR GRADUATION REQUIREMENTS**

## **PROFICIENCY-BASED CREDIT**

All credit awarded by the Beaverton School District will be based upon evidence of proficiency in mastering the learning associated with each credit. Most students will demonstrate the necessary proficiency and earn credit through courses taken as part of the regular school program. However, students will have opportunities to earn credit outside such settings through the demonstration of proficiency.

Proficiency is defined as sufficient evidence of student-demonstrated knowledge and skills that meet or exceed defined levels of performance. The intent of offering credit for proficiency is to:

1. Base the award of course credit on proficiency.
2. Provide more options for students.
3. Encourage student engagement in learning beyond the classroom in real-world contexts.
4. Personalize and bring increased relevance to a student's high school education.

## **General Guidelines**

1. Not more than ten total credits toward graduation requirements may be earned through Proficiency-Base Credit Award Options outside the regular school program unless otherwise stipulated in the student's Education Plan.
2. Evidence of proficiency used for credit options outside the regular school program must be current. Current is defined as produced within the previous 12 calendar months.
3. Credits earned through the proficiency options outside the regular school program will earn a "Pass" grade.
4. Refer to the District "Proficiency Handbook" for specific procedures and forms for all processes explained below.

## **Proficiency Credit for Prior Learning**

1. Student submits a proficiency-based credit application along with the plan to satisfy the collection of proficiency evidence criteria for the course according to the school's timeline.
2. A building review committee will review the application using District agreements regarding the sufficiency of the proposed collection of proficiency evidence. The student will be notified within 30 days if the application has been approved or denied. If an application is denied, the specific reason(s) will be discussed with the student. The committee may offer the student an opportunity to resubmit the application. The site decision is final.
3. The student will prepare the collection of proficiency evidence according to criteria provided by the school and in compliance with the timeline provided.
4. The collection of proficiency evidence will be reviewed by a district-level panel which will include at least one teacher who reviewed the initial application. The student may be required to attend all or part of a review session. The panel will determine whether the evidence satisfies the proficiency criteria for the course and assign a grade. The determination of the panel will be recorded on an evaluation form that mirrors the proficiency criteria. A copy of this form will be kept on file at the school. Another copy will be given to the student. The site decision is final.

## **Proficiency Credit for Out of Class Learning**

1. Student submits a proficiency-based credit application according to the school's timeline.

As part of the application, the student will complete the companion Learning Experience Plan detailing the learning, the proficiency standards, the criteria for a sufficient collection of evidence, and the amount of credit to be awarded.

2. A building review committee will review the application. The student will be notified within 30 days if the application has been approved or denied. If an application is denied, the specific reason(s) will be discussed with the student. The committee may offer the student an opportunity to resubmit the application. The site decision is final.
3. The student will prepare the collection of proficiency evidence according criteria detailed in the Learning Experience Plan and in compliance with the timeline provided.
4. The collection of proficiency evidence will be reviewed by a District-level panel which will include an external mentor (or, for school-based plans, the supporting staff member) and two additional external evaluators (or, for school-based plans, two other qualified evaluators from other schools or the community). The student will typically be required to attend all or part of a review session and make a presentation to the panel. The panel will determine whether the evidence satisfies the proficiency criteria. If it decides in the affirmative, a "pass" grade is awarded, and a letter informing the student of the decision will be mailed within one week (7 calendar days). The determination of the panel will be recorded on an evaluation form that mirrors the proficiency criteria. A copy of this form will be kept on file at the school. Another copy will be attached to the letter to the student. The site decision is final.