

INDIVIDUALIZED LEARNING ADMINISTRATIVE GUIDELINES

Individualized Learning Course Offerings

In order to meet the diverse needs of the students in the Coppell Independent School District, several course alternatives will be offered to assist students in gaining credit toward high school graduation. **A student must be approved for these courses prior to enrollment.** If approval for enrollment is rescinded or denied, the decision is final and cannot be appealed.

- Distance Learning-Better known as “correspondence courses” and can be taken via internet, if offered.
- Internet Courses-These include Virtual School courses or “online” courses.

Individualized Learning Courses are designed for:

- Students who have passed the TAKS test in the previous year for the online course’s subject area.
- 11th and 12th grade students who want more flexibility.
- 10th grader students who need to meet prerequisite requirements for programs such as IB, Engineering and KCBY.
- 9th grader students who have extenuating circumstances. Online courses will be considered on an individual basis as well as on a limited basis.

Online Courses

- The student’s counselor must approve these courses prior to the registration deadline for the course.
- The source of the Internet service must meet district curriculum requirements.
- The grade for an Internet course will not be entered into the student’s Grade Point Average, but will appear for credit on the transcript and be recorded on the Texas Cumulative Folder for students entering 9th grade before 2009-2010.
- The grade for an Internet course will be entered into the student’s Grade Point Average and will appear for credit on the transcript as well as be recorded on the Texas Cumulative Folder for students entering 9th grade in 2009-2010 school year and thereafter.
- For students who take an on-line graduation requirement course due to a course not being offered on the student’s campus, these courses will count toward GPA.

Distance Learning or Correspondence courses

- The student must have approval from his/her counselor prior to enrollment in the course.
- The student should register for either Texas Tech High School or University of Texas at Austin High School for these courses. Registration can either be done online or by mail.
- It is the student’s responsibility to make sure they are taking courses they need for graduation.
- It is the student’s responsibility to check the CHS website for dates and times to take exams.
- All exams must be taken at CHS and administered by the counseling department.
- It is the student’s responsibility to pay the \$20.00 proctor fee and to bring all materials needed for exam day.
- For students entering 9th grade prior to the 2009 – 2010 school year, the grade for correspondence courses is not calculated into GPA. The grade does appear on the transcript with the credit earned. The grade does not replace any existing grade.
- For students entering 9th grade in 2009 – 2010 school year and thereafter, the grade for correspondence courses will be calculated into GPA. The grade will appear on the transcript with the credit earned. The grade will not replace any existing grade.
- For all students who take an distance learning or correspondence graduation requirement course due to the limitations of campus offerings, these courses will count for GPA

Credit by Exam (CBE) for Credit Recovery

One of the following criteria must be met to take a Credit by Exam for credit recovery:

- Receive a semester grade of at least 60 in the course
- Receive a minimum of a 60 on the semester exam

Visit the CHS website for registration information and test dates under the counseling menu.

Credit by Exam (CBE) for Acceleration

Credit by exam (CBE) is an opportunity for students to earn credit for a course by demonstrating mastery of the course objectives on an exam. Credit is earned by the semester; thus, students must take a separate exam for each semester of a two semester course. In order to earn credit, students must score a 90 or above on the exam.

CISD offers testing for acceleration six times each year. Students may contact the Director of Advanced Academics at (214)496-7003 for more information. Applications are available in the counselor's office. Registration deadlines are strictly enforced.

Contact CISD Advanced Academics for dates and registration – 214-496-7003