



Student is interested in earning high school credit based on the demonstration of subject area competency.

CREDIT FLEXIBILITY PROCESS

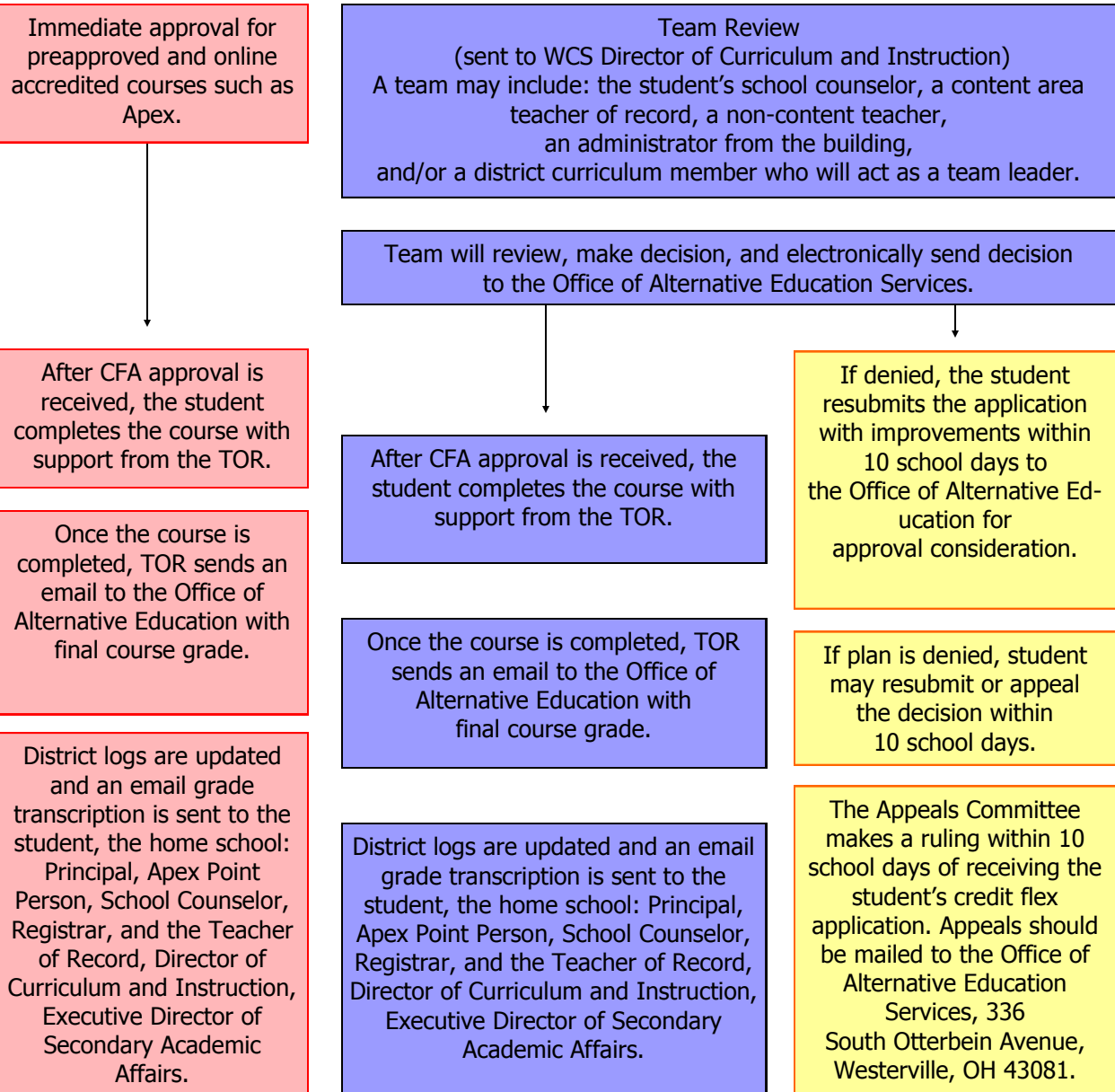
Student obtains Credit Flexibility Application (CFA) from the school counseling office or online.
<http://tinyurl.com/WCSalternativeeducation>

Student and parent develops credit flexibility plan, identifies a Teacher of Record (TOR), completes all sections of the CFA including required signatures, and submits it to the school counselor.

After school counselor review, which involves assuring all requirements are covered, an electronic copy of the CFA is sent by the **school counselor** to the Office of Alternative Education.

Within 15 school days, the Office of Alternative Education will proceed to electronically notify the student, school counselor, and TOR as to the status of the application.

One of the following decisions will be made:



Registrar transcribes credit into historical student record.
Final grade determination is not subject to appeal.

WCS-AE 02/2016