

Van Buren County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Alternative Credit Options	Descriptor Code: 4.209	Issued Date: 12/13/01
		Rescinds:	Issued:

1 In addition to regular classroom-based instruction, students may earn credit through the following
2 means.

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4 **CORRESPONDENCE COURSES¹**

5
6 High school students may earn, through correspondence, a maximum of one (1) unit of academic
7 credit to be applied toward graduation requirements. Only courses offered by agencies and institutions
8 recognized by the Board will be accepted. The express approval of the principal/designee shall be
9 obtained before the course is taken. The principal/designee and the student will agree on a reasonable
10 date for completion of the correspondence course(s). The student shall not be allowed credit if the
11 course is not completed by the agreed date. An official record of the final grade must be received by
12 the school before a diploma may be issued to the student. Under ordinary circumstances, students or
13 their parents/guardians shall pay for approved correspondence courses the student chooses to take.
14 Courses can only be taken during the student's senior year from June 30 until the predetermined
15 date prior to graduation.
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