Credit Recovery

Local Education Agencies (LEAs) may choose to offer students who have been unsuccessful in mastering content or skills required to receive course credit for the opportunity to apply for Credit Recovery. Credit Recovery study is based on deficiencies rather than a repeat of the entire course. Students who have not achieved a baseline average of 40 or above (on a 100-point scale), or its equivalent on a locally adopted grading scale must repeat the entire course.

LEAs should be aware the National Collegiate Athletic Association (NCAA) does not recognize Credit Recovery for course credit and advise athletes accordingly or prohibit their participation.

LEAs offering Credit Recovery shall develop program rules, regulations, and explanations of limitations, and processes and shall provide them in writing to students, parents/guardians, and the Alabama State Department of Education (ALSDE). At a minimum, the program rules must address the following guidelines for admission and removal, instruction, content and curriculum, grading policy, and explanation of limitations:

Admission and Removal

LEA rules and regulations, or procedures for admission to and removal from Credit Recovery programs, may include but not be limited to, attendance, discipline, availability of coursework, availability of space, appropriate progress, and grades. At a minimum, these procedures should:

- Require students to complete the Credit Recovery Request Form (Attachment A)
- Require parent/guardian consent
- Require students to have earned a baseline average of 40 or above on a 100-point scale of the equivalent on a locally adopted grading scale

Instruction: Content and Curriculum

All Credit Recovery courses are to be aligned to Alabama Course of Study standards approved by the Alabama State Board of Education and should be delivered under the supervision of a trained certified teacher or facilitator.

Teacher-Based Programs

Teacher-based programs require the teacher to be certified in the content area they are teaching.

Computer-Based Programs

Computer-based programs require the facilitator to be:

- Be a certified teacher
- Receive training on the course organization, online/computer-based instruction management, and related technology

ACCESS Courses

ACCESS Courses provided by the ALSDE require the facilitator to:

- Be adults approved by the local school board to supervise students
- Receive training to facilitate ACCESS courses

Determination of Instruction

Standards and concepts to be addressed in the Credit Recovery instruction may be determined by any of the following criteria:

- The teacher who assigned the failing grade to the student identifies the unmet standards
- A course and skill-specific diagnostic tool may be used to identify the standards for instruction
- A comprehensive test, such as a semester exam, a final exam, or a test designated specifically for the Credit Recovery program, may be used to identify unmet standards for instruction

Grades

LEAs are responsible for establishing specific, uniform procedures for evaluation of student progress and awarding final grades in Credit Recovery programs not to exceed a final grade of 70 on a 100-point scale.

Grading options available for Credit Recovery programs include the following:

- LEAs establish a grading formula that may or may not include the original failing grade in the calculation of the final Credit Recovery grade
- LEAs may choose the option of grade forgiveness in which an original failing grade may be replaced, for calculation of grade point average (GPA), with a grade of D or C dependent upon the student's performance in the Credit Recovery program. The student's failing grade should never be removed from the permanent record.
- The Credit Recovery grade will be included in computing the student's overall GPA

Sample Credit Recovery Grading Criteria

Credit Recovery Grade (100-point scale)	Final Grade (100-point scale)
100 - 90	70
89 - 80	67
79-70	65
69-60	60
59 and below	Failure

Limitations

LEAs will advise students that the NCAA does not recognize Credit Recovery for course credit and advise athletes accordingly or prohibit their participation.

A student will not receive a grade higher than a 70 for Credit Recovery.

The original failing grade must remain on the permanent record.

Considerations

LEAs are to review and submit annually their Credit Recovery Plans. An annual memorandum outlining the submission process will be provided in April of each year, and the LEA will submit plans no later than the second Tuesday of May of each year.