

**INSTRUCTION****I. Credit For Alternative Courses and Programs, and Course Substitutions****A. Correspondence Courses**

A student enrolled in a correspondence course may receive high school credit for work completed, provided:

1. The course is given by a district approved accredited institution;
2. The student must have attained junior status;
3. The student assumes responsibility for all fees and an administrative fee to Morton High School;
4. The course is approved in advance by the High School Principal and/or designee (counselor, department chair, etc.).
5. A student who drops out of school or who is unable to graduate with his/her class may submit a written request to his/her counselor for additional coursework to be counted toward the graduation requirement.

A maximum of four classes (2 credits) of elective credit from correspondence courses, college courses, summer school courses, and Virtual High School may be earned toward the requirements for a student's high school graduation.

**B. Summer School, ISBE Virtual High School or Principal Approved Virtual High School**

1. The course is given by a district approved accredited institution.
2. The student must have completed the first year of high school.
3. The student assumes responsibility for all fees.
1. The course is approved in advance by the High School Principal and/or designee (counselor, department chair, etc.).

A maximum of four classes (2 credits) of elective credit from correspondence

courses, college courses, summer school courses, and Virtual High School may be earned toward the requirements for a student's high school graduation.

### **C. Community College Classes**

A student who successfully completes community college courses may receive high school credit, provided:

1. The student must have attained junior status;
2. The course is not a required course in the high school curriculum or the class was failed;
3. The course is approved in advance by the high school principal and/or designee (counselor, department chair, etc.); and
4. The student assumes responsibility for all fees.

A maximum of four classes (2 credits) of elective credit from correspondence courses, college courses, summer school courses, and Virtual High School may be earned toward the requirements for a student's high school graduation.

### **D. Dual Credit Courses**

1. The Board of Education must approve any dual credit class, the curriculum required by the junior college, college, and/or university and the institution providing the credit. Courses offered as a dual credit will be considered a part of the formal curriculum of Morton High School.
2. Morton High School students may take dual credit courses during their Junior and Senior year. Dual credit courses will be counted for class rank, and grade point average. Approval by the student's parents, guidance counselor and/or principal will be required prior to registering for a dual credit class. Dual credit courses may have honors designation through the Curriculum Advisory Committee during the curriculum renewal process.
3. Not all colleges or universities may accept dual credits. It is the responsibility of the student and parents to check with the college or university to verify if the credit will be transferred and/or accepted.

4. It is preferred to have district teachers teaching the dual credit courses when the courses are on site.
5. All charges and fees for dual credit courses will be the responsibility of the student unless a student is enrolled in a work-based learning/extended day program approved by the district.

A student who successfully completes a dual credit course may received credit at both the college and high school level.

#### **E. Modern Language Courses**

1. A student may receive high school credit by studying foreign language in an approved ethnic school program, provided such program meets the minimum standards established by the State Board of Education and Morton School District.
2. The amount of credit will be based on foreign language proficiency achieved. The Building Principal or designee may require a student seeking foreign language credit to successfully complete a modern language proficiency examination.

#### **II. Exchange Programs**

An exchange student will be granted a diploma if he or she completes the criteria for graduation established by the State of Illinois and the School Board. The School Board may grant a certificate of attendance to exchange students.

District students will receive high school credit for foreign exchange courses that meet the criteria established in the curriculum and that are approved by the Building Principal or designee. International study course work not meeting District requirements may be placed in the student's permanent record and recorded as an international study experience.

#### **III. Substitutions for Physical Education and Other Required Courses**

- A. A student in grades 9-12 may satisfy one or more high school courses or graduation requirements by successfully completing related vocational or technical education courses (CHI, work-based, CISCO) if:
  1. the School Principal approves the substitution and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and

2. the student's parent(s)/guardian(s) request and approve the substitution in writing on forms provided by the District.
- B.* A student in grades 9 -12, unless otherwise stated, may request of the Building Principal to be excused from physical education courses for the following reasons:
1. for participation during the semester of the competitive marching band season.
  2. ongoing participation in an interscholastic athletic program
  3. enrollment in academic classes that are required for admission to an institution of higher learning, provided that failure to take such classes will result in the pupil being denied admission to the institution of his/her choice. Written documentation from the college/university will be required prior to the beginning of the semester.
  4. enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the pupil being unable to graduate. A student must be enrolled in seven periods.
  5. to enroll in C.H.I. or work-based/extended-day learning programs.

Students must complete required district form. Principals shall maintain records showing that they applied the stated criteria to the student's individual circumstances.

A student in grades 3-12 who is eligible for special education may be excused from physical education courses if:

1. The student's parent/guardian agrees that the student must utilize the time set aside for physical education to receive special education support and services, or
2. The student's individualized education program team determines that the student must utilize the time set aside for physical education to receive special education support and services.

The agreement or determination must be made a part of the individualized education program. A student requiring adapted physical education must receive that service in accordance with the student's individualized education program.

LEGAL REF.: 105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115, 5/2-3.142, 5/10-22.43a, 5/27-6, 5/27-22.3, and 5/27-22.05.  
23 Ill.Admin.Code §§1.420(p), 1.440(j), and 4.450(c).

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements),  
6:320 (Credit for Proficiency), 7:260 (Exemption from Physical Activity)

ADOPTED: November 3, 1987  
REVISED: November 5, 1996  
REVISED: April 4, 2000  
REVISED: June 17, 2003  
REVIEWED: December 5, 2006  
REVISED: April 8, 2008  
REVIEWED: December 10, 2008  
REVISED: February 16, 2010