

**CREDIT AND GRADE POINT AVERAGE**

Units of credit may be awarded to students in any of the following methods as determined by each campus.

## 1. Credits

- A. One unit for each period of 40 to 60 minutes of instructional time per week throughout one semester of not less than 17 weeks.
- B. One unit may be given for each fifteen (15) clock hours of instructional time provided during the academic year.
- C. Credit may be assigned in accordance with the stated time frames but may not exceed five (5) units of credit per semester per class period.
- D. For a course that is extended beyond the normal length of time for that course, students will be allowed only the maximum number of units for that course as if it were being taken for the regular time frame.
- E. Units may be earned for individualized programs or research by an individual student under the supervision of and evaluation by a teacher.
- F. While the content to be covered is planned within the stated time frames, a student may be granted units of credit even though the student completes the necessary work in less than the aforementioned amount of time.
- G. Students may not earn more than 40 units in each semester.
- H. Students may earn a maximum of ten (10) elective units in four years as a Teacher's Aide or Office Assistant. In order to qualify to serve as a Teacher's Aide or Office Assistant, a student must have earned an academic grade point average of 2.0 or above.

## 2. Grade Point Average

- A. In computing grade point average, the factor of "units attempted" shall be established by either one of the following means:
  - 1. By the units designated in the course description contained in the current campus course catalog, or
  - 2. By the units designated at the time of initial course registration.
- B. Withdrawal from a class without a failure grade must be initiated within the first three weeks of a course.

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3. Weighted Grades

The following weighted grades criteria shall be applied:

- A. Grade points shall be applied to all honors, advanced placement (AP), and International Baccalaureate (IB) courses as follows: A = 5, B = 4, and C = 3.
- B. Weighted grades shall be applied to all honors, AP, and IB courses for grades 9-12.
- C. Courses receiving weighted grade status shall be defined as follows:
  - 1. The weighted grade courses must be in the areas of social science, English, math, laboratory science, foreign language, visual/performing arts and any course which includes an AP or IB exam.
  - 2. Weighted grade courses must have established prerequisites which specify the courses which are required as well as appropriate performance levels.
  - 3. Weighted grade courses must have a comprehensive written final examination.
  - 4. Weighted grade courses must have distinctive features in terms of extended content and additional workload which set them apart from regular courses in the same subject.
- D. The weighted grades criteria shall be in effect with courses taken beginning in the 1983-84 school year.

4. Credit/No Credit Timelines

For semester courses, requests for credit/no credit must be filed by the last day of the first or third quarter. For year courses, such requests must be filed each semester by the last day of the first and third quarter. For quarter classes, requests for credit/no credit must be filed by the last day of the fifth week.

5. Repeated Classes

The original grade and the repeat grade will be recorded and included in the grade point average. Units of credit will be granted for repeated classes. If units of credit have been previously earned in the class, then credits for a repeated class shall be deemed elective credits toward graduation and shall not satisfy specific department minimum unit requirements (e.g., 20 units of mathematics).

6. Outside Educational Experiences

- A. Students concurrently enrolled in the Fullerton Joint Union High School District and outside educational agencies may be granted credit towards graduation for the outside experiences, provided that the student is enrolled in a minimum day within the District

each semester and must receive prior approval for each experience. Full-time private school students who also attend District classes may attend less than a minimum day.

- B. No more than 40 units of credit for outside educational experience may be applied towards graduation requirements during the student's high school career. Grades earned outside of a regular high school program will be exempted from the grade point average. Outside educational experiences may include, but are not limited to: R.O.P., college, university, community college, private schools, adult education, correspondence and private instruction. Programs offered and credit granted by the Fullerton Joint Union High School District are not to be considered "outside educational experience".
- C. R.O.P. courses are excluded from the 40-unit limitation. R.O.P. grades will be included in the grade point average or considered as credit/no credit, if so designated.

#### 7. Challenge Examination

Courses challenged by successful examination shall be listed on the transcript with appropriate explanation. However, no grades or credit shall be given.

Challenge examinations shall be completed not later than the second week of instruction in the challenged course.

#### 8. Continuation Elective Credit

Elective credit may be granted upon successfully passing examinations if the student is enrolled in continuous or continuation programs and has exhausted all available elective courses. No more than 50 units of credit may be granted for these examinations.

#### 9. Summer School Credits

Students may not be granted more than a total of 15 units of credit per summer in any District, R.O.P., or outside educational programs.

#### 10. Exceptions/Variance

Exceptions to the above regulation must have prior approval of the principal and be consistent with provisions of the California Administrative Code, Title 5. All exceptions shall be identified on the student transcript.

Reference: Education Code Sections 46140-46180; California Administrative Code, Title 5, Education Section 1600

Regulation approved: September 30, 1968; October 8, 1968; October 15, 1968; October 20, 1970; July 26, 1977; May 19, 1978; November 7, 1978; March 18, 1981; June 29, 1981; February 8, 1982; February 22, 1983; April 26, 1983; March 2, 1987; July 2, 1990; March 15, 2000; September 12, 2000; January 12, 2010