

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R

Any person* residing in the District who is 18 years of age or older and who is not attending day school may enroll in the adult education evening classes. If said person attended day school the previous year, written permission to enroll in adult education evening classes must be obtained from the high school Principal. Non-residents may be enrolled in adult education classes but may be required to pay non-resident tuition for credit classes and slightly higher fees for non-credit classes.

(*Must meet Adult Education Requirements)

Persons who are under 18 years of age may be accepted in the adult education program upon receiving written permission of the high school Principal.

No one changing from the day school program to the adult education program may graduate ahead of his/her day school class.

Any senior student who is enrolled in full daytime classes may enroll in the adult education program and may graduate with his/her regular day school class with the approval of the high school Principal.

Adult High School Graduation Credits and Subject Requirements

The mission of the Grand Rapids Public Schools is to ensure that ALL students are educated, self-directed and productive members of society!

The District's instructional requirements should enable students to achieve the mission. It is the responsibility of the school to ensure that students participate in the programs essential to achieving the mission, based on their individual Educational Development Plan. Parents or legal guardians, in cooperation with the school, are responsible for ensuring their student participates in the best educational program to achieve their goals.

Given that learning occurs as the result of varied experiences and through multiple settings, progress toward graduation requirements will be based upon demonstrated proficiency in acquired knowledge and skills.

Courses will reflect District curriculum and expectations. Completion of coursework, or other approved learning experiences, will ensure that District curriculum standards have been met utilizing common grading, portfolios and/or assessments.

Upon graduation students will be:

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-2

Educated, and therefore, able to:

- Apply skills and knowledge learned from a rigorous and relevant core curriculum.
- Demonstrate proficiency in current technologies.
- Transfer career and employability skills across multiple settings.
- Pursue lifelong learning to succeed in a changing global community.

Self-Directed, and therefore, able to:

- Use a high degree of self-awareness to facilitate making life-directing decisions.
- Identify and initiate career-appropriate post-secondary options.

Productive, and therefore, able to:

- Appreciate and respect cultural and individual diversity.
- Actively participate as productive members of a democratic society.

Graduates will meet the specific credit requirements as defined by the rules of this policy.

Adult High School Graduation Credits and Subject Requirements

Credit Requirements:

Adult students who graduate from Grand Rapids Public Schools (GRPS) high schools shall satisfactorily complete a minimum of 200 credits, which must include successful completion of the required courses.

Minimum Requirements for Graduation

English	40 Credits
Mathematics	30 Credits
Science*	20 Credits
Social Studies	20 Credits
Government	5 Credits
Law or Economics	5 Credits
Computer Literacy	5 Credits
Health	5 Credits
Vocational/Technical Education	10 Credits
Electives	60 Credits
Total Required for Graduation:	200 Credits

(*Must include a life science and physical and/or earth science courses.)

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-3

Effective Date of Revision of Graduation Requirements

The following requirements for graduation become effective July 1, 2005:

1. Assignment of Credits Earned Outside of GRPS
 - a. Students enrolling in the GRPS must meet the requirements as stated in the Policy and Rules. Any documented or undocumented credits accepted shall be limited by specific guidelines set forth in the Procedures for Credit Evaluation.
 - b. Credits from outside of GRPS will be evaluated upon enrollment and translated into comparable GRPS course credit for core or elective courses.
 - c. The source of the documented or undocumented credit shall be kept in the student's file.
2. Graduate Status

An adult student who has earned 200 credits and has met all graduation requirements shall be awarded a high school diploma and be considered a graduate of the Grand Rapids Public Schools.
3. Placement of Students
 - a. Students shall be placed in a given course after meeting prerequisites required for the course, successful completion of prior course work or evaluation based upon documentation from other sources. Sources to be considered shall be:
 - Evaluation of standardized test scores
 - Teacher recommendation
 - Current class placement
 - Previous grades from report cards
 - Testing out of prerequisite or prior courses in same subject
 - Evaluation of projects or portfolios from non-GRPS schools
 - b. Students without documentation must demonstrate skills equivalent to prerequisite work prior to placement. Students' skills must be evaluated consistent with the guidelines set forth in the Procedures for Credit Evaluation.

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-4

- c. Students may be placed in a given course upon successfully testing out of prior or prerequisite courses.
4. High School Graduation Requirements
 - a. Designated graduation requirements may be met through the following options:
 - An authorized equivalent course as identified in the Procedures for Credit Evaluation. An equivalent course shall meet the same curriculum standards as the course that it is replacing. Equivalent courses may replace core courses to meet graduation requirements. The number of equivalent courses accepted toward completion of a graduation requirement shall be limited to 10 credits.
 - An authorized substitute course as identified in the Procedure for Credit Evaluation. A substitute course shall be specifically identified as a replacement for a specific course and shall substitute for that course only. Substitution courses do not necessarily meet the same curriculum standards as the course it is replacing. The number of substitute courses accepted toward completion of a graduation requirement shall be limited to 10 credits.
 - Virtual High School courses previously approved by the Board of Education shall be accepted for credit toward graduation and may be used to meet the graduation requirement(s) in the same subject area.
 - Credit shall be granted for successfully testing out of a course as described in the Testing Out Policy approved by the Board of Education. Credit earned through testing out shall follow the guidelines set forth in the Procedures for Credit Evaluation. Credit granted through testing out will be as elective credit only and shall appear on the student's transcript -as earned through testing out. Per Board policy, testing out of a subject does not count as credit toward a graduation requirement.
 - Credit shall be granted for courses completed at a recognized high school or alternative school other than Grand Rapids Public Schools.

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-5

Such transfer credit shall be granted upon enrollment based upon the documented credit and coursework listed on the official transcript received from the sending school. Credits from outside of GRPS will be evaluated upon enrollment and translated into comparable GRPS course credit for core or elective courses.

- Credit shall be granted for approved independent study work completed outside the United States during the time the student is enrolled in a GRPS high school. Procedures for accepting credit earned through independent study outside the United States shall follow the guidelines set forth in the Procedures for Credit Evaluation.
- Credit shall be granted for any coursework completed at the Kent Career and Technical Center (KCTC) the Michigan Technical Education Center (MTEC), or the Kent Transition Center (KTC). Course work completed at either school may be accepted as elective credit or as an equivalent course as defined in the Curriculum Guide.
- Credit shall be granted for courses completed through home schooling per the Board of Education policy and in accordance with this graduation policy and in accordance with this graduation policy on accepting documented and undocumented transfer credits. As with other credits from outside of GRPS, credit earned through home schooling will be evaluated upon enrollment and translated into comparable GRPS course credit for core and elective courses.
- Credit shall be granted for work-based learning courses as identified in the District's approved course offerings. Work-based learning must be educational in nature and tie to current or previous coursework. Work-based learning is: on-site or off-site internship of educational purposes, job shadowing, or apprenticeships. Work-based learning is subject to Education and Labor and is subject to Fair Labor Standards Act regulations.

A maximum of 20 credits may be earned through work-based learning courses at a rate of no more than 10 credits per semester.

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-6

5. Waiver of Credit
 - a. The Superintendent or a designee, upon receipt of a recommendation from the Adult Education Director, may waive a maximum of 15 graduation requirement credits. A written request for waiver of a graduation requirement must be documented and submitted by the adult student detailing the extenuating circumstances to support the waiver.
 - b. The effect of a waiver is to document a requirement has been met. Waived credit does not result in earned credits and does not reduce the total number of credits (200) required for graduation.
 - c. All requests for waivers beyond 15 graduation requirement credits must be submitted by the Superintendent for the Board of Education approval.
6. Credit/Non-Credit
 - a. Students may elect to take a maximum of 20 credit hours of the total 200 credits needed for graduation as credit or non-credit (formerly called pass/fail).
 - b. Credit/Non-Credit is only available for Work-based Learning courses.
 - c. The credit/non-credit grade does not compute into the student's GPA or into honor points.
 - d. The credit earned through a credit/non-credit course may meet a graduation requirement.
7. Repeat Course Work for Credit
 - a. Students may elect to repeat any course to improve their grade only, not to earn additional credit. Credit will only be granted for the same course one time.
 - b. Upon completion of the repeated course, the student's record will show the course has been retaken and the highest grade earned will be reflected on the student record.
 - c. If the student earns a higher grade when repeating a course, the new higher grade shall be used in the computation of the grade point average. The grade point average shall be re-computed from point of the original grade assignment.

Section 7000 – Instructional Program

7250-R Adult Education Program (Cf. 7150)

7250-R-7

Rules Accepted: June 29, 2009