

ASSIGNMENT OF NEW STUDENTS TO CLASSES AND GRADE LEVELS

Students Transferring from Public and Accredited Private Schools

- A. Partial credit may be earned for students that are transferring part way through the semester.

Students from Home-Based Educational Programs and other Non-accredited Schools or Programs

- A. Placement requirements for students in grades K-8 enrolling in the district after participating in a home-based educational program or other non-accredited school:
- a. Before enrolling in the public schools, the student shall be assessed by the Home School Administrator for the purpose of determining the appropriate grade placement. The assessment will be formal. In addition, the parents will submit results from district-approved standardized tests, when available. Based on the assessments, test results and any other information provided by the parent, the student will be placed at the grade level deemed most appropriate by the Home School Administrator.
- B. Placement/credit towards graduation requirements for students in grades 9-12 enrolling in the district after participating in a home based educational program or taking correspondence courses:
- a. Students from home-based educational programs or other non-accredited schools or programs will not automatically receive credits towards graduation. The school district has the right and responsibility to compare the student's knowledge and skills in specific courses with the district's expectations for Thompson R2-J students. Before accepting non-accredited instruction for graduation credit requirements, the school district will require the student to document a satisfactory level of achievement through course-specific testing and/or other forms of assessment. If the student is found to lack the knowledge and skills that the district requires for credit in a course, the school may require him/her to enroll in its course(s) or engage in additional study. See the attached Exhibit: Guidelines for Admission of Students and Acceptance of Credit for Home Based Educational Programs and other Non-Accredited Schools.
 - b. Students enrolling in the district from home-based education programs or other non-accredited schools or programs after the first semester of their senior year cannot be assured that they will be able to graduate and receive a diploma from a district high school. The district requires sufficient time to assess the student (through testing, observation or other performance criteria) in order to ensure that he/she has fulfilled the Thompson School District graduation requirements.
 - c. Grades for courses accepted for credit by the district from home-based educational programs or other non-accredited schools or programs will be recorded as "S" (satisfactory) or "U" (unsatisfactory) for transfer of credit.
 - d. High school students enrolling from home-based educational programs will be subject to district school and Colorado High School Activities Association (CHSAA) rules and regulations for athletics and activities eligibility.

- e. Parents may request that the Home School Administrator meet with them and the student to notify and explain the placement and/or graduation credits that the student has received.

C. Part-Time Students:

- a. Students residing in the Thompson School District boundaries may apply for enrollment in specific classes offered by the district while they are engaged in A home-based educational program, subject to space availability, satisfaction of any prerequisites and any other applicable district and school requirement for the particular course.

D. Appeal Procedures:

- a. If a student, parent or guardian is not satisfied with the placement or credit decision made by the district's Home School Administrator pursuant to this policy and regulation, a written request may be submitted to the Director of Instruction within one week after receiving the decision. The Director of Instruction will then review placement/credit with the district personnel who have worked with the student and reaffirm or change the original decision within 14 days of receiving the written request.
- b. If the student, parent or guardian still is not satisfied with the decision, additional written appeals may be made, each within one week after the decision being appealed. These should be directed first to the superintendent and, if requested, ultimately to the Board of Education. The superintendent shall issue the decisions within 14 days of receiving the written appeals; the Board of Education shall consider the appeal at its next regularly scheduled meeting after which the appeal has been submitted within sufficient time to include the matter in the Board's agenda. The decision of the Board of Education will be final.

Revised December 6, 1995

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