



5391 A

Granting Credits

Regulation 5391 A

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I. PURPOSE

The purpose of this regulation is to establish how and when a student may earn credits, or partial credits, toward those required for graduation from the Minneapolis Public Schools.

II. GENERAL STATEMENT OF POLICY

- A. The source of credits granted by Minneapolis Public Schools required to graduate may be from any of the following, or by approval of the Superintendent:
1. General or Special Education courses offered for high school credit by District Schools;
 2. Coursework in Alternative Learning Centers (ALC);
 3. Coursework through On-line instruction;
 4. Coursework through Post Secondary Enrollment Options (PSEO);
 5. College in the Schools courses;
 6. Examination, or other assessment; or
 7. Preapproved arrangements with other institutions.
- B. Students are eligible to receive One quarter (0.25) year-long credit for every quarter they are enrolled in a course.
- C. Students enrolled for the full grading period shall only be eligible to receive full or no credit for the course.
- D. Granting partial credit for any course offered by Minneapolis Public Schools is possible only as follows:
1. Only students who are not enrolled in the school at the beginning of the grading period or who withdraw before the end of the grading period may be granted partial credit.
 2. The amount of partial credit shall be pro-rated based on the date of enrollment or withdrawal.
 - a) The minimum partial credit able to be earned is 0.0625, twenty-five percent (25%) of a quarter credit.
 - b) The decision as to the eligible partial credit to be earned shall be determined by the student's guidance counselor.
 3. The course instructor shall grant the available credit based on the student's mastery of the academic skills taught while enrolled.
 4. Students earning partial credit may complete the graduation credit requirement through enrollment in Alternative Learning Centers.



III. RESPONSIBILITY

- A. The Superintendent, or Superintendent's designee, may determine other sources of credits toward district graduation requirements. Preapproval required under this regulation shall be made by the Superintendent or Superintendent's designee. Such determinations shall be communicated to all high school principals or site administrators.
- B. Guidance counselors are responsible for:
 - 1. the determination of the amount of partial credit a student may earn during a grading period subject to the limitations stated above.
 - 2. informing late enrolling, or early withdrawing students of their credit status towards graduation based on district standards.
 - 3. informing parents of students entering the ninth grade of the credit requirements for graduation within 30 days of enrollment.
- C. Teachers are responsible for:
 - 1. determining the student's level of mastery of the subject matter they teach; and
 - 2. communicating to the student and the student's parent the standards not included in the instruction received by the student based on the dates of the student's enrollment; and
 - 3. communicating the material still to be addressed to achieve a full credit for the course to the student's Alternative Learning Center teacher, including recommended academic supports based upon the student's needs.
- D. Students are responsible for:
 - 1. completing full credits to qualify to meet the graduation requirements.
 - 2. instituting any requests for preapproval of arrangements with other institutions for earning credit toward graduation requirements.

Legal References:

Minn. Stat. §120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. §120B.021, Subd. 1a (Rigorous Course of Study; waiver)
Minn. Stat. §120B.023 (Benchmarks)
Minn. Stat. §120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. §120B.11 (School District Process)
Minn. Stat. §120B.14 (Advanced Academic Credit)
Minn. Stat. §123A.06 ([ALC] Center Programs and Services)
Minn. Stat. §124D.09 (Postsecondary Enrollment Options Act)
Minn. Stat. §124D.095 (Online Learning Option)

Cross References:

MPS Policy 5100 (Attendance)
MPS Policy 5391 (Graduation Requirements)



MPS Policy 6207 (Rigorous Course Waiver)
MPS Policy 6221 (Awarding Credit by Assessment)
MPS Policy 6222 (Online Instruction)
MPS Policy 6510 (Work-based Learning)