

OGEMAW HEIGHTS HIGH SCHOOL TESTING OUT GUIDELINES

Any student enrolled in high school may earn credit for a high school course that he or she is not enrolled in by exhibiting a reasonable level of mastery of the subject matter of the course. The student must attain a grade of not less than a C+ (77%) on a final exam or other means of comprehensive assessment in order to receive credit. Once credit is earned by “testing out,” a student may not receive credit for a course lower in course sequence in the same subject area. The purpose of testing out is to provide students with the opportunity to enroll in more of the advanced courses or electives related to the student’s career pathway.

Credit earned through “testing out”

1. may be used to fulfill prerequisites for other courses
2. may be used to fulfill subject area credit requirements for graduation
3. will have a grade that will appear in the transcript
4. will not be used in computation of grade point average
5. will not count toward the total course credits required for graduation

Based on feedback provided by college admissions personnel in fall 2009, **the grade** a student earns on the testing out exam **will be recorded on the student’s transcript** as the grade for that course beginning in January 2010. (Parents can request that previous scores be recorded as well.) Most colleges will not recognize a course that a student has tested out of unless a grade is reported.

The final exam is a comprehensive semester assessment of the student’s mastery of the subject matter. Final exams may have multiple components (demonstrations, research papers, oral examinations, performance task, or portfolios, etc.) as long as the same components are part of the final exam for students enrolled in the course.

Students will test out of a course before the beginning of the school year in **July**. Students who want to test out of courses must give notice to the Mrs. MaryAnn Krzyminski at least four weeks before the testing out date. The application must be completed and turned in to Mrs. Krzyminski. If you have any questions, please contact Mrs. Krzyminski at krzyminm@wbrk.k12.mi.us or contact her at the high school. Her contact number is 989.343.2020 ext. 3201. Students will have only one opportunity to test out of each course.

Teachers will provide an exam review sheet for students who want to test out of a course if the teacher provides a review sheet for students who are enrolled in the course. Students may check out textbooks for courses they want to test out of from the library if textbooks are available. Students are encouraged to study for the exam throughout the semester prior to the test date. Projects/activities that are required in addition to the exam must be turned in prior to taking the exam.

**OGEMAW HEIGHTS HIGH SCHOOL
TESTING OUT REQUEST FORM**

Name _____ Grade _____

Contact Number _____ Counselor _____

1. What is your career pathway? _____
2. What is your career goal? _____
3. What class do you want to test out of? _____
4. Why do you want to test out of this class? Check one of the choices.
 To fulfill a prerequisite for a course
 To fulfill a subject area credit requirement for graduation

Explain why you want to test out of this class.

5. The test out exams will take place **Monday, July 9, 2018**. Students will meet in the media center at 9:00 a.m.

I have read the Testing Out Guidelines. I understand that the grade earned on the testing out exam **will be** recorded on the student's transcript as the grade for that course. The grade will **not** be used to compute GPA.

Student signature

Date

Parent/guardian signature

Date

**Return the completed form to Mrs. MaryAnn Krzyminski four weeks before
the testing out date in July**