Prince William County Public Schools (PWCS) Request for Approval to Earn Standard Credits Toward PWCS Graduation Through Alternate Assessments

This form is for students seeking approval to earn standard credits through demonstrated achievement on a national or international assessment.

Course Information

Course requested: _____

Assessment requested: _____

Describe how the student will show evidence that he/she has command of the course content:

_____

_____

The assessment must:

- Have standardized administration
- Be determined to be valid and reliable by an external body
- Be used in other states or internationally
- Be scored independently of the school division

Student Information

Name of Student: _____

Student ID Number: _____

School: _____

Signature of Student: _____

Date: _____

Parent/Guardian Information

Name of Parent/Guardian: _____

Signature of parent/guardian: _____

Date: _____

Review Process

Signatures and approval/denial should be completed in order. If at any point the request is denied that person completes the last section (reason for denial) and the request no longer moves forward.

Student Learning Department Curriculum Supervisor

☐ Course Request Approved

☐ Course Request Denied (complete bottom section)

If approved:

The assessment aligns with course objectives to sufficiently show evidence the student has demonstrated mastery. ☐ Yes

Qualifying score needed to award credit: _____

Number of attempts a student is allowed to make to achieve credit _____ by this date: _____

Name of Curriculum Supervisor: _____

Signature of Curriculum Supervisor: _____

Date: _____

Director of Student Learning

☐ Course Request Approved

☐ Course Request Denied (complete bottom section)

Name of Director of Student Learning: _____

Signature of Director of Student Learning: _____

Date: _____

Base School Director of School Counseling

☐ Course Request Approved

☐ Course Request Denied (complete bottom section)

Name of Director of School Counseling: _____

Signature of Director of School Counseling: _____

Date: _____

Base School Principal

☐ Course Request Approved

☐ Course Request Denied (complete bottom section)

Name of Principal: _____

Signature of Principal: _____

Date: _____

Reason for Denial

_____

_____

_____

_____

If successful in earning credit, the student will be awarded a Pass for the course, and the P will be included on the transcript. These courses are not to be calculated in the grade point average (GPA).

Students must take the associated end-of-course SOL test, when applicable, during a PWCS test administration. Students are required to pass the end-of-course test to receive verified credit for the course.