Content and Credit Recovery Guidelines

Greenville County Schools

Version 2.7, 2021-2022

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Credit Recovery

Definition

Credit recovery is defined as a course-specific, skill-based learning opportunity for students who have previously failed to master content or skills required to receive credit. The term "Credit Recovery" refers to a block of instruction that is less than the entirety of the course. Credit Recovery targets specific components or a subset of the standards to address deficiencies necessary for student proficiency in the overall course.

Schools must follow all requirements for Credit Recovery as outlined in the South Carolina Uniform Grading Policy

Rules and Procedures

Greenville County Schools provides Credit Recovery opportunities that adhere to GCS Board Policy that includes rules, regulations, and processes. The rules, regulations, and processes are available to faculty, students, and parents/guardians. GCS Credit Recovery policy addresses the following areas:

Admission to and Removal from the Credit Recovery Program:

Application and Consent

The completion of an application (English Credit Recovery Application) (Spanish Credit Recovery Application), including parent and/or guardian consent, is required for participation in Credit Recovery.

Academic Eligibility

Any high school student, grades 9th through 12th, who has failed a core content area course (English, math, science, and social studies) is eligible to participate in Credit Recovery. Students must enroll in the same level of the course they failed in order to be eligible to recover the credit. For example, students may not enroll in a credit recovery CP level class if they failed an honors level class or an advanced level class. Students can recover credit from a Level 01 course while enrolled in a Level 02 course, where applicable.[1] Students who have failed a core content area course due to 'Seat Time' are not eligible to recover the credit through Credit Recovery.

Athletic Eligibility

Per the South Carolina High School League, students may establish athletic eligibility if all course requirements are met and the course is completed with a passing grade. Student athletes should be aware that not all Initial Credit or Credit Recovery programs are approved by the NCAA Clearinghouse and future collegiate eligibility may be in jeopardy if enrollment and coursework is completed in a non-approved Credit Recovery program.[2]

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[1] Counselors should be cognizant of prerequisite requirements for courses and should adhere to those requirements when registering students for Credit Recovery courses.

[2] VirtualSC initial credit courses are approved by the NCAA; however, VirtualSC Credit Recovery courses are NOT approved by the NCAA. Greenville County Virtual courses are NOT approved by the NCAA for initial credit or credit recovery. More information about Nontraditional Courses for NCAA approval

Online Survey

The completion of an Online Learning Readiness Assessment is optional, but is strongly encouraged to assist students in discovering what areas of improvement they will need to focus on during their online instruction. The survey linked below can be accessed by students to complete the self-assessment:

[Readiness for Online Learning](#)

Enrollments

Credit Recovery courses are based on the content and skills that a student needs to master and students enrolled in GCS Credit Recovery will meet the following enrollment criteria:

Students can enroll in a maximum of two (2) Credit Recovery courses at a time. Principals may waive this requirement for seniors needing additional courses in order to graduate. Senior status is based on the students 9GR code.

Credit Recovery courses taken during semester one or two must be completed within one academic school year. Credit Recovery courses taken in a summer session must be completed by August 15 to count in the current academic year for seniors only. All other grade levels taking a credit recovery course in the summer may extend past August 15, but the course credit will be recorded in the next academic school year by the day of graduation to count during the spring graduation.

Students may request withdrawal from their VirtualSC credit recovery courses through their sponsoring school counselors or through the VirtualSC Dashboard (Genius), for any reason at any time.

Drops during the first 14 calendar days after a student starts a credit recovery course will appear in the VirtualSC Dashboard as "Dropped_Grace". Drops occurring after the first 14 calendar days will appear in the VirtualSC Dashboard as "Dropped". Drops from a credit recovery course should be handled according to the district's board approved policy for Credit Recovery per the Uniform Grading Policy. Students should check with their sponsoring school to determine if any withdrawal penalties apply prior to submitting their withdrawal request.

The sponsoring school counselor must approve the student-submitted request or make the request on behalf of the student through the VirtualSC Dashboard (Genius).

Every Credit Recovery enrollment should be scheduled within PowerSchool. A student may have (2) two attempts per course in Credit Recovery. Enrollment after the second failed attempt required principal approval.

Instructional Methodology used in the Credit Recovery Program:

The GCS Academic Division will determine, evaluate, and approve the alignment of instructional methodology and materials used for the credit recovery (i.e., online program, VirtualSC, direct instruction, computer assisted instruction, etc.) to South Carolina state standards.

GCS will provide annual professional development for administration, counselors, teachers and facilitators involved with the Credit Recovery Program.

All Credit Recovery courses will be instructed by a certified and highly qualified teacher in the respective content area.

Content and Curriculum:

Credit Recovery curriculum shall be based on South Carolina standards for all courses.

Credit Recovery curriculum shall be aligned across courses within GCS.

Grades

For transcribing the final grade in a Credit Recovery course, the following procedures shall be followed:

The original failing grade will remain on the transcript as is.

A new course starting with the appropriate activity code, grades scale designation, and unit marker will be entered on the student record (i.e., 3024CRCW English 1-CR.) The new Credit Recovery course will be marked 'CR' at the end of the course title in the student information system. All Credit Recovery course attempts shall be scheduled appropriately within PowerSchool.

If a student passes the Credit Recovery course with a 60 or higher, the passing grade is entered as a 'P' as the final grade and transcribed to the numerical grade value of '0' as indicated by the addition of the 'P' to the grade scale chart. If a student fails the credit recovery course with a grade below a 60, the grade is entered as an 'NP' and transcribed to the numerical grade value of '0' as indicated by the addition of 'NP' to the grade scale chart. Thus, the credit recovery course does not impact the student's GPA.

A student wishing to modify his or her GPA shall repeat the full course for credit and not seek a Credit Recovery solution.

Attendance Violations within the First Fourteen Days of a Course

These students will be designated as "Dropped_Grace" on the student's official grade report in the VirtualSC Dashboard (Genius). Being removed from a course in this way should not negatively affect a student's transcript or Grade Point Average (GPA) and should be recorded by the sponsoring school as Not Passing 'NP' in accordance with the Uniform Grading Policy.

Attendance Violations after the First Fourteen Days of a Course

These students will be designated as "Dropped" in the VirtualSC Dashboard (Genius) and will show the drop reason as "Attendance Violation." Students that show "Dropped" for this reason should be recorded by the sponsoring school as Not Passing 'NP' in accordance with the Uniform Grading Policy.

Cost

Credit recovery courses taught through VirtualSC may be free to all students. Local board approved credit recovery programs may have a nominal fee that meets the requirements of the South Carolina statute on fees. District must keep in mind the following when making local board policy:

S.C. Code § 59-19-90 The [local] board of trustees shall also: (8) Charge matriculation and incidental fees. Charge and collect matriculation and incidental fees from students; however, regulations or policies adopted by the board regarding charges and collections must take into account the students' ability to pay and must hold the fee to a minimum reasonable amount. Fees may not be charged to students eligible for free lunches and must be reduced pro rata for students eligible for reduced price lunches.

Credit Recovery Courses with EOCEPs

Students who are enrolled in courses requiring state end-of-course examinations must take the examinations and fulfill all requirements outlined in Regulation 43-262. Students will be allowed to take the examination only once, at the end of the regular course duration. Students who participate in credit recovery courses will not retake the end of course examination as part of credit recovery.

Content Recovery

Definition

Content recovery is defined as a course-specific, skill-based learning opportunity for students who are still enrolled in the course with the original teacher of record assigned by the school. Content recovery allows students to retake a subset of the course including a single unit, more than one unit, or supplemental assignments/activities assigned and approved by a certified teacher as needed for student mastery of course content.
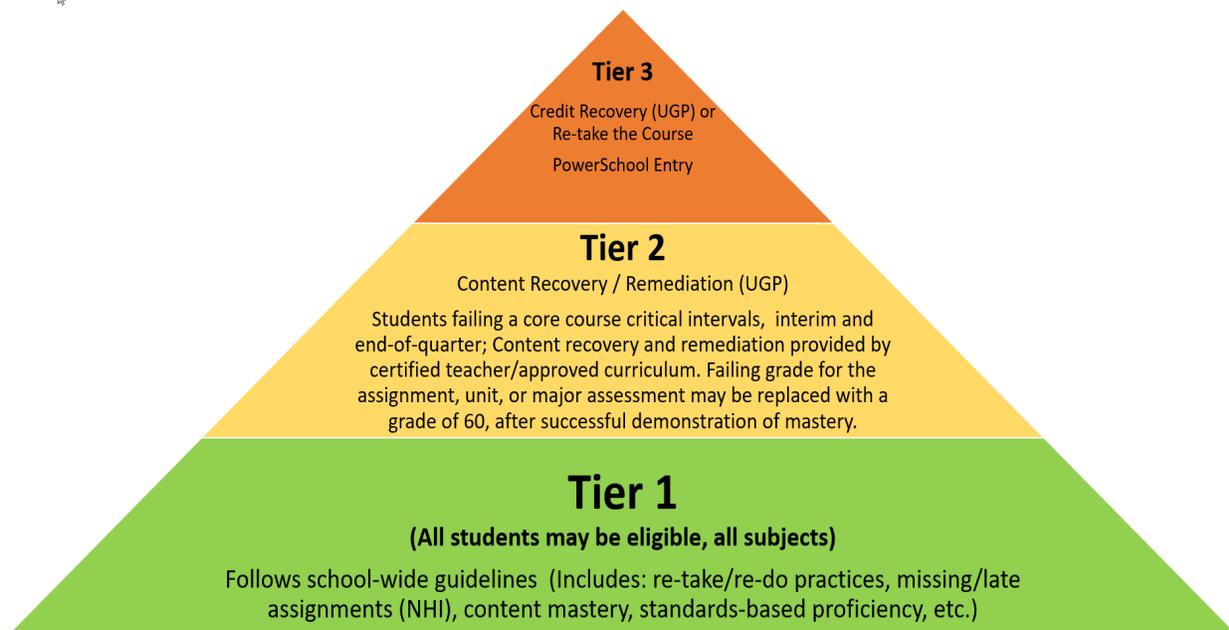
Rules and Procedures

Greenville County Schools provides Content Recovery opportunities that adhere to GCS Board Policy and processes. The rules, regulations, and processes are available to faculty, students, and parents/guardians. GCS Content Recovery policy addresses the following areas:

Admission to and removal from the Content Recovery Program:

Academic Eligibility

Any student enrolled in a high school course, grades 7th through 12th, who is academically struggling in one or more core content area units (English, math, science, and social studies) is eligible to participate. Building level administration should be cognizant that the earlier students recover content the less likely they will require enrollment into Credit Recovery. Students must remain actively enrolled in the course with the original teacher of record.

For the 2021-22 school year, Greenville County Schools will implement a 3-tiered approach to Content Recovery.

Tier 3
Credit Recovery (UGP) or
Re-take the Course
PowerSchool Entry

Tier 2
Content Recovery / Remediation (UGP)

Students failing a core course critical intervals, interim and end-of-quarter; Content recovery and remediation provided by certified teacher/approved curriculum. Failing grade for the assignment, unit, or major assessment may be replaced with a grade of 60, after successful demonstration of mastery.

Tier 1
(All students may be eligible, all subjects)

Follows school-wide guidelines (Includes: re-take/re-do practices, missing/late assignments (NHI), content mastery, standards-based proficiency, etc.)

Online Survey

The completion of an Online Learning Readiness Assessment is optional, but it is strongly encouraged to assist students in discovering what areas of improvement they will need to focus on during their online instruction. The survey linked below can be accessed by students to complete the self-assessment:

Readiness for Online Learning

Enrollments

Students shall not be limited by the number of content recovery opportunities available during the course of the school year. The board believes that early intervention with students is key to future success.

Content Recovery options will be available either through an approved system provided by the State Virtual Program or an approved fee-based vendor. Information, training and support will be provided by GCS to ensure that all faculty, parents, and students are aware of Content Recovery opportunities.

Students are eligible to enroll in content recovery as long as they are actively enrolled in the current course for which they are recovering the content.

Content recovery must be completed as soon as possible, but no later than two-weeks (ten school days) after the end of the quarter; **however, all must be completed by the last day of the school year.** Content recovery should be noted by the teacher of record in PowerTeacher gradebooks and documentation should be submitted along with any Grade-Change Request forms after the quarter grades are issued.

Students cannot be enrolled into a VirtualSC Credit Recovery course to recover content. Per the aforementioned definition, 'Content recovery is defined as a course-specific, skill-based learning opportunity for students who are still enrolled in the course with the original teacher of record assigned by the school.' Because the VirtualSC Credit Recovery course is not taught by the original 'teacher of record' this is not allowed.

Grades

Upon satisfactory completion of all assigned work within the time allowed, the certified teacher shall replace the grade for the assignment, unit, or assessment recovered with a grade of 60. This has less potential to inflate the student's Grade Point Average. The teacher of record has the authority to make the final grade change adding the completed score of the recovered content into the grading system, identifying it as such.

Cost

Local board approved Content Recovery programs may have fees in accordance with state statutory requirements for matriculation and incidental fees (must take into account ability to pay, must be minimum reasonable, must not be charged to students eligible for free lunches, and must be reduced pro rata for students eligible for reduced-price lunches). S.C. Code § 59-19-90(8).

Credit Recovery Application

Greenville County Schools

Student Information

_____   _____
Student Name   Grade

_____   _____
Student Perm Number   GCS Username

_____   _____
Home Phone Number   Cell Phone Number

I understand that I must commit to attend all sessions of Credit Recovery. I understand that failure to attend sessions may result in my suspension from the program and may jeopardize future considerations to enroll in Credit Recovery.

I understand that Credit Recovery courses through VirtualSC or vendor provided platforms are considered a Nontraditional Course and are not approved by the NCAA and my participation in a Credit Recovery course may jeopardize my collegiate eligibility.

_____   _____
Student Signature   Date

Parent Information

_____   _____
Parent Name   Cell Phone Number

I give permission for my child to enroll in the Credit Recovery program. I understand that credit will not be awarded if my child fails to complete the course in the allotted time or fails to attend all sessions.

_____   _____
Parent Signature   Date

Office Use Only

_____   _____
Counselor Signature   Date

Aplicación para recuperación de crédito

Greenville County Schools

Información del estudiante

_____   _____   _____
Nombre del estudiante   Grado

_____   _____
Número permanente del estudiante   Nombre de usuario de GCS

_____   _____
Número de teléfono en la casa   Número de celular

Yo entiendo que me comprometo a asistir a todas las sesiones de Recuperación de Crédito. Yo entiendo que faltar a las sesiones puede resultar en mi suspensión del programa y pone en peligro que se me considere en el futuro para participar en el programa de Recuperación de Crédito.

Yo entiendo que las clases a través de VirtualSC u otro proveedor se consideran cursos no tradicionales y no son aprobados por la NCAA (Asociación Nacional de Atletas Colegiales-por sus siglas en inglés) y mi participación en un curso de Recuperación de Crédito puede comprometer mi elegibilidad para jugar deportes en la universidad.

_____   _____
Firma del estudiante   Fecha

Información del padre o la madre

_____   _____
Nombre   Número de celular

Doy permiso para que mi hijo/a participe del Programa de Recuperación de Crédito Escolar. Yo entiendo que no se otorgara crédito si mi hijo/a no termina el curso en el tiempo señalado o no asiste a todas las sesiones.

_____   _____
Firma   Fecha

Para uso de la oficina solamente

_____   _____
Firma del consejero/a   Fecha