

CREDIT RECOVERY COURSES

When deciding whether or not to enroll your students in **credit recovery** (CR) courses, please be aware that students **must qualify** for these special courses. LEAs are required to annually review and update their Credit Recovery Plans with the Alabama State Department of Education website. **(For Credit Recovery information, [click here](#))** Before enrolling your students in CR, ensure they meet the guidelines below, as dictated by the *Alabama Administrative Code, AAA290-3-1-.02(10)*.

1. Admission

- a. Students must have completed the entire course before enrollment in CR, **AND**
- b. Students must have earned a baseline average of 40 or above on a 100-point scale.

2. Instruction

- a. Credit Recovery is based on deficiencies rather than a repeat of the entire course.
- b. Students in ACCESS Credit Recovery will have two attempts to “test out” of the unit by scoring 70% or better on the Unit Test. Teachers will individually assign content and manually reset test attempts if students receive less than 70% on the initial two attempts of the unit tests.
- c. Students can move to the next unit after submitting at least one attempt on the Unit Test, regardless of the score received on the previous test, to ensure the student has the ability to continue working in the class.

3. Limitations

- a. **LEAs should advise students that the National Collegiate Athletic Association (NCAA) does not recognize Credit Recovery for course credit and advise athletes accordingly or prohibit their participation.**
- b. **An LEA may not record a grade higher than a 70 for Credit Recovery.**
- c. The original failing grade must remain on the permanent record.

Students who have NOT completed the entire course AND have NOT achieved an average of 40 or above must repeat the whole course and are therefore NOT eligible to be enrolled in a CR course.

If your students do not meet the qualifying guidelines, you may enroll them in the regular ACCESS courses so they meet the requirements for graduation.

By signing this document, we acknowledge that we have read, understand, and will adhere to the ALSDE and ACCESS policies regarding student enrollment in Credit Recovery classes.

School Name (Print)

School Principal Name (Print)

School Principal Signature

Counselor Name (Print)

Counselor Signature

Note: This document must be signed and submitted to your regional ACCESS Support Center before enrolling students in ACCESS Credit Recovery classes. This document will apply to the 2024-2025 academic year.