

Transfer Credits are defined as any credit not earned at a Pojoaque Valley high school.

**I. High School Credit for Classes taken in Middle School**

A. Classes may be offered at the middle school level for high school credit when the class meets the high school curricular standards with respect to:

- a. time spent on instruction
- b. content
- c. successful completion of all course expectations

B. During the ninth grade year, students must formally request to apply this credit toward graduation. Parents and students will be informed of the process and criteria for acquiring graduation credit.

**II. Transfer Credits from Other Schools**

A. Transfer credits will be considered on an individual basis and will be based on the recommendation and approval of the high school principal.

B. Approval will be based upon course work meeting the high school curricular standards including, but not limited to,

- a. time spent in institution
- b. course content
- c. successful completion of course requirements including receipt of a passing (or better) grade.

**III. Transfer Credits from Correspondence Classes**

A. Transfer credits will be considered on an individual basis and will be based on the recommendation and approval of the superintendent of instruction.

B. Pre-approval of the course must be requested before registration to be eligible for transfer credits.

C. Approval will be based upon the same criteria as other transfer credits.

**IV. Summer School Credits**

Satisfactory completion of the course of study during the summer school session(s) will constitute fulfillment of course request for credit.