



CREDIT BY CHOICE PROGRAM

Program No. 6 – Community Service/Field Study

DESCRIPTION:

Credit may be earned through a planned community service program that provides learning experiences in the community. Students may also propose field studies in the community, such as a research project using the community or a unique educational opportunity, including physical education activities, available only in the field.

GENERAL GUIDELINES:

The Credit by Choice (CBC) Program is designed to give students the opportunity to choose enriching learning experiences tailored to their personal educational needs and to have them recorded on their high school transcript. This program is open to high school students currently enrolled in the Anchorage School District.

- While the Curriculum Assistant Principal and Counselors can respond to questions, it is the responsibility of the student to work independently to complete the application and carry out a program according to these prescribed guidelines.
- Students proposing a CBC Program must have prior written approval of their parents and the Principal.
- A certificated staff person must sponsor and/or supervise the student's program.
- ASD is the accrediting institution and sets standards for issuing credit. ASD is not the sponsoring agency for off-campus programs and is not responsible for the student's personal or financial liability. Program expense is the responsibility of the individual.
- CBC courses will be titled as such on the student's transcript, as described in each program's details.
- CBC courses recorded upon program completion cannot be included for calculating eligibility for full-time student status for the purposes of enrollment and/or Alaska School Activities Association eligibility.
- The grade received will be incorporated into the student's high school grade point average (GPA) and counted to determine class rank and valedictorian. When computing valedictorian status, the ratio of weighted advanced placement to regular graded classes is significant.
- **Once entered on a high school transcript, grades will not be removed from this legal document.**

DETAILS:

- One hundred and twenty (120) properly documented hours of acceptable service will earn 0.5 unit of credit. Programs are to be approved at individual sites.
- Fishing Work – Documentation Requirement options below:
 - Pay stubs
 - Permits or bill of sale for commercial fishing work
 - Signed letter from boat captain or supervisor describing work activities. Letter must include the supervisor's name, dates of work, name of boat, and areas fished
 - Signed hourly log with dates and hours worked
- This CBC course will be titled as such on the student's transcript. Program No. 6 Community Service/Field Study may only be taken for elective credit.

APPLICATION:

NAME _____ ID # _____

CURRENT GRADE ☐ 9 ☐ 10 ☐ 11 ☐ 12 (*student must be **currently** enrolled in high school*)

COMMUNITY SERVICE / FIELD STUDY TITLE & LOCATION _____

SUPERVISOR _____ PHONE _____

We have read and understand the above information regarding this Credit by Choice program.

STUDENT SIGNATURE _____

PARENT SIGNATURE _____ DATE _____

..... *Take this completed form to your counselor.*

OFFICE USE ONLY

COUNSELOR SIGNATURE _____

PRINCIPAL APPROVAL _____ DATE _____