Middle School Students Taking Out-of-District High School Courses - SPS Form

Please complete this form if you are a middle school student who has completed or intends to complete a high school course before attending high school and submit this form to your school staff before you start high school to inform their scheduling. It is highly recommended that you submit this form no later than May 1 of the year in which you intend to enroll to inform scheduling.

Please note that per state guidelines a "high school course" means that either (1) The course was taken with high school students, if the academic level of the course exceeds the requirements for seventh and eighth grade classes, and the student has successfully passed by completing the same course requirements and examinations as the high school students enrolled in the class; or (2) The academic level of the course exceeds the requirements for seventh and eighth grade classes and the course would qualify for high school credit, because the course is similar or equivalent to a course offered at a high school in the district as determined by the school district board of directors. In addition, the course must be taught by one of the following approved providers:

- OSPI approved online course provider;
- Accredited community college, technical college, or university in Washington State;
- Approved private school in Washington State. All private schools in Washington must be approved in order to operate, so any private school where a student might take a course is approved;
- High school or online school in a school district in Washington State.

The course provider should provide you and your school with a copy of the transcript upon successful completion of the course.

Date: _____ Student Name: _____ Student ID #:_____

School Year:_____ School: _____ Grade Level: _____

Reason for Request: _____

_____

Name of Course Provider: _____ Is course online? _____

Title of Course: _____

Course Start Date: _____ Course End Date:_____

For the Student and Parent/Guardian: By signing this form, I acknowledge that this course will be documented on my transcript unless I inform my school before the end of the 11th grade that I do not want this on my transcript. I understand that my transcript will reflect the grade earned in the course. I understand that I must submit an official transcript after the course is completed. If I do not provide an official transcript an N will be placed on my official SPS transcript. I also understand that if I am considering playing intercollegiate sports, I need to check with the NCAA and/or the institution where I am taking this course to find out if this is an NCAA approved core course.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____