

INDEPENDENT SCHOOL DISTRICT 196  
Rosemount, Minnesota  
*Educating our students to reach their full potential*

Series Number 602.4P Adopted February 1999 Revised May 2005

Title Course Credit by Assessment: Application for Testing Out of a Course

When a student applies for high school course credit through the assessment process, it is assumed the student believes that he or she is ready to demonstrate the learner outcomes of the course can be met in place of the traditional teaching/learning process.

The student will discuss the request for testing out with the school counselor and then complete this application. The application must be received before the beginning of the trimester (or quarter) preceding the regular class. (The summer period is treated as one trimester or quarter.) All portions of the assessment must be completed within a two-trimester (or two-quarter) period and at least six weeks before the regular class.

**TO BE COMPLETED BY THE STUDENT**

Student's name \_\_\_\_\_ Home phone (\_\_\_\_) \_\_\_\_\_

Street address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Grade \_\_\_\_\_ School \_\_\_\_\_ Date \_\_\_\_\_

I request permission to test out of the following course: \_\_\_\_\_

I believe I am qualified to test out of this course for the following reasons: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student's signature \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY STUDENT'S PARENT OR GUARDIAN**

I have reviewed the student guidelines and the above application, and I grant permission to proceed with the testing out process for the above-named course.

\_\_\_\_\_  
Parent or Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY SCHOOL OFFICE PERSONNEL**

\_\_\_\_\_  
Counselor's signature \_\_\_\_\_ Date application received \_\_\_\_\_

Result of assessment process: \_\_\_\_\_ Failed to complete process on time  
(check appropriate blank) \_\_\_\_\_ Did not pass both assessments  
\_\_\_\_\_ Earned credit

\_\_\_\_\_  
Principal's authorization of credit earned \_\_\_\_\_ Date \_\_\_\_\_