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**TRANSCRIPTS FROM NON-ACCREDITED SCHOOLS POLICY**

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Excel Academy Charter School and its programs (“Excel Academy”) strive to provide a rich, personalized path toward meeting graduation requirements. We welcome transfer students from all educational backgrounds.

Transcripts received from an accredited school will automatically be accepted. Excel Academy will evaluate transcripts to designate credits towards graduation requirements.

**Policy for Accepting Credits from a Homeschools and Non-Accredited Schools**

Transcripts received from a non-accredited school or homeschool; will be evaluated and documentation will be required to support courses reported and credit earned before added to an Excel Academy transcript.

Transfer students from a homeschool and/or a non-accredited school will be asked to provide additional documentation listed below include but are not limited to work samples, graded exams , projects , and/or other documentation. Documentation provided will be evaluated by Excel Academy’s High School Department , and credits will be granted at the discretion of the High School Department’s review.. Excel Academy will accept a maximum of 40 credits per semester.

**Documentation Requirements for Courses from Homeschools and Non-Accredited Schools**

Students/Parents/Guardians must submit the following:

1. Two work samples per course, per semester that demonstrate course mastery  
Examples of acceptable samples include:
  - a. Graded midterm or final exam
  - b. Significant/in-depth project/s
  - c. Multi-Paragraph essay or research paper
2. Evidence of competency
- d. Assessment results indicating proficiency/mastery

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Examples include:

- i. SAT Subject test score of 625
  - ii. Local assessment scores - iReady at or above grade level
  - iii. Diagnostic exams for core subjects
- e. Transcript or grade report from vetted curriculum provider (e.g. Blue Tent, Apex, BYU)
- 2.
  3. A list of curricula used per course
  4. A summary of [standards](#) met per course

**Parents/Guardians must provide the above required transcripts and work samples/evidence within one week of enrollment.**

Students will be placed at the grade-level commensurate with their 9th grade cohort year as listed within CALPADS. If that data is not available, students will be placed based on their birthdate.

Excel Academy may accept a maximum of 40 credits per semester for courses taken in high school (9-12) as follows:

1. Eight - 5 credit courses including a combination of the following: English, history, math, science, VAPA/World Language/CTE, and general elective courses per semester.

Excel Academy may accept a maximum of 10 credits per semester for courses taken in middle school as follows:

1. Two - 5 credit courses either math (algebra I or higher) or world language courses per semester.
2. Please note that students still must complete two math courses to fulfill graduation requirements in grades 9 - 12 regardless of how many high school math courses were completed in middle school.