



**SAN MARCOS HIGH SCHOOL
REQUEST FOR OUTSIDE CREDIT
(One form per course)**



San Marcos High School may grant up to 30 credits taken from outside institutions toward high school credit.

1. The request must be approved by the counselor and principal prior to the student's participation in the program. Approval cannot be granted retroactively.
2. The course must be taken through a regionally accredited institution.
3. All SUBJECT area courses required for graduation must be taken at San Marcos High School.
4. For any credits not needed for high school graduation, a student may choose not to post off campus coursework to the SMHS transcript and must submit all outside transcripts directly to colleges after completing the college application.
5. It is the student's responsibility to have an official transcript mailed to San Marcos High upon completion of the course. Course information will be transferred to the student's permanent academic record and calculated into the SMHS GPA. Once added, courses/credits CANNOT be removed from the SMHS transcript for any reason.
6. A 2 or 3 unit college course is equal to a 5 credit high school course; 4 or 5 unit college course is equal to a 10 credit high school course.
7. Weighted credit may be granted for:
 - a. Transferrable college academic courses (200 or above) not offered at San Marcos High School
 - b. Advanced Placement courses taught at an institution approved by College Board, UC and/or NCAA
8. For math classes taken outside of SMUSD:
 - *San Marcos Unified cannot guarantee that courses cover the necessary material to adequately prepare students for the next level of the San Marcos High School math sequence or college-level placement testing and therefore does not recommend that students complete their math sequence outside of SMHS.
 - *San Marcos Unified cannot guarantee that outside math courses meet Common Core Standards.
 - *San Marcos Unified cannot guarantee UC/NCAA approval of any course outside SMUSD.

Date of application: _____

Student Name: _____ ID # _____ Graduation year: _____

Address: _____

Home phone: _____ Cell phone: _____

How many outside credits have you previously taken including this request? _____

Name of accredited school, program or college: _____

Course title: _____ Credits _____

Term(s) to take the course: Fall ___ Spring ___ Year-Long ___ Summer ___ School Year: ___

I am aware:

- 1) Students are limited to 30 credits toward graduation elective requirements.
- 2) Credit(s) will be transferred to the SMHS transcript and will be calculated into the SMHS GPA. Once added, courses/credits cannot be removed from the SMHS transcript for any reason.
- 3) Any course not receiving prior written approval cannot be accepted toward fulfilling graduation elective requirements.
- 4) It is my responsibility to verify if this course(s) meets **NCAA/NAIA** and college admissions requirements.

****For UC/CSU eligibility: www.ucop.edu/doorways**

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Counselor Signature: _____ Date: _____

Principal Signature: _____ Date: _____