



Test-Out

Dear Parent/Guardian,

In accordance with Ohio SB 311, high school students can earn units of high school credit based upon a demonstration of subject area competency. The policy allows students to earn credit instead of completing classroom instruction hours.

With the plan's implementation,

1. Student's will be able to show what they know and move on to higher-order content they are ready to learn and have not yet mastered; and
2. Students will be able to earn course credit not limited solely to "seat time" in the school building.

CONTENT MASTERY

The following are the levels of content mastery for testing out:

- Scores **80% or higher** will demonstrate content mastery of the course and students will be given HSA Cleveland High School credit. Anything below 80% will not earn credit.

TEST OUT PROCEDURE AND DEADLINES

- The intent of "testing-out" is to provide exceptionally able students' options beyond taking required courses. **Students may not take a test for a class they have already taken and failed.**
- Students may attempt test-outs once each year. Applications for testing out must be completed and turned into the high school guidance department by **May 19th**.
- Teachers will not provide any instruction to prepare students for these tests. Each department will provide a syllabus so that students know what the test will cover and any additional items (demonstrations, research papers, portfolios, etc.) that will be required as part of the comprehensive evaluation. The syllabus will include a list of reading materials and a copy of the curriculum.
- Study materials will also be available for student use, and the Guidance Department will contact students when they can pick up these materials. Students must return all school materials on the day of the test-out exam.
- Students will take the exams on August 3rd. Testing schedule will be announced before test day.
- Test-out exams will be scored as soon as possible after the test date.

- Students who pass the assessment will have their results recorded on their transcript and be promoted to the next course in the academic sequence (if applicable).
- **The maximum number of tests a student may request each testing session is two.**
- **New Students:** New enrolled students can take the test with the discretion of the school administration.
- **Applications:** This Test-Out Request Form must be signed and submitted to Ms. Megan McKinley (Department Head of English, Room 305). She will give you an application. Applications for testing out must be completed and turned into the high school Guidance Department by **May 19th**. **The maximum number of tests a student may request each year is two.**

Sincerely,

HSA Guidance Department