



ADMINISTRATIVE PROCEDURE 6261  
**CREDIT FOR ENRICHMENT/INTERVENTION  
PERIODS - HIGH SCHOOL**

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**Responsible:** Office of Academics

**PURPOSE**

This Administrative Procedure shall describe the allowable credit/grades earned during enrichment/intervention periods.

**PROCEDURE**

1. In order to award academic credit for enrichment/intervention periods, the following conditions must be met:
  - a. Minimum 30 hours of contact time = .25 credit (e.g., 20 minutes/day or 100 minutes/week for 18 weeks). If the number of minutes is less than 100 minutes per week, academic credit may not be earned;
  - b. Minimum 60 hours of contact time = .50 credit. Any amount of time between 30 hours and 60 hours per semester would earn .25 credit;
  - c. Credit earned may only be elective credit;
  - d. Grades will be reported as S/U;
  - e. The purpose of the time must be clearly defined and a method of reasonable accountability must be in place to keep teachers and students focused. Students may not earn credit automatically or for just sitting there. Teachers must be actively engaged with students. Study Hall does not qualify for academic credit;
  - f. An instructional component must be included in order for students to earn credit. This could look different depending upon the intent and structure of the courses. Examples:
    - i. Mini-lessons on particular strategies, followed by monitored practice time;
    - ii. Structured Tier II or Tier III interventions that are scientific, research based, and in which student progress is monitored;
    - iii. Specific, focused tutoring or instruction delivered or supervised by a certified employee, and in which student progress is monitored; and
    - iv. Other ideas may be submitted to the Office of Academics.
  - g. Any certified teacher may be assigned as the teacher of this course. Care should be taken that teachers are appropriately assigned, trained,

and prepared for this teaching assignment; and

- h. A student may not receive credit for intervention/enrichment during the same period that he/she is enrolled in another course.

**LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS**

- 1. This Administrative Procedure reflects the goals of the District’s Strategic Plan and aligns/complies with the governing documents of the District.

**REVISION HISTORY**

Date	Revision	Modification
04/2012	1.0	Adopted as Accepted Practice
01/03/2014	2.0	Revised: Converted to Administrative Procedure
07/21/2022	3.0	Revised: Update procedure and clarify language