

## FAQ'S FOR CREDIT BY EXAMS, GRADES 6 - 12

Following are some of the Frequently Asked Questions presented by both parents and students.

1. Who can take a Credit by Examination (CBE)?

**GCISD students, in grades 6 - 12, may earn credit for secondary school academic subjects through Credit by Examination either with or without prior instruction in the subject.**

2. Are school districts required to offer Credit by Exam testing?

**Yes. Districts must administer these exams not fewer than four times each year.**

3. How do students register for CBE's?

**An Information Packet and Registration form can be obtained from the counselor's office or from the GCISD website. Select the drop down menu under For Parents and Students, then Credit by Examination, Grades 6 - 12.**

4. When are CBE's offered in GCISD?

**The CBE exam dates, times, and registration deadlines are published on the GCISD website. Students must complete the CBE registration form and return it to their counselor by the appropriate deadline in order to participate in the posted exam dates.**

5. Costs?

**There are no costs associated with taking a CBE.**

6. What must a student score to receive credit for a high school course?

**Without Prior Instruction at the Secondary Level: Students in Grades 6-12 must score 80% or higher per semester course to gain credit. For full credit courses, a student must score 80% or higher on both semester examinations to gain credit. If a student scores 80% or higher on only one semester of a full credit course, the student may not be placed in the next course level. [Policy EHDC]**

**With Prior Instruction at the Secondary Level (Credit Recovery): Students who have taken but did not receive credit for a course or enrolled from a non-accredited school shall score a grade of 70% or higher on the examination to receive credit. [Policy EHDB]**

7. Are CBE scores used in computing the students GPA in high school?

**Beginning with students entering grade 9 in the 2012-13 school year, the calculation of class rank shall exclude semester grades earned in summer school for the purpose of credit recovery; through credit by examination, with or without prior instruction; or through a traditional correspondence course. [Policy EIC]**

8. Do students need to bring anything to take the test?

**Students are required to bring a form of ID each exam day. All supplies, including calculators, will be provided for the students to complete the exams.**

9. Where do the exams come from?

**GCISD purchases the exams from approved State of Texas vendors and must follow their policies and procedures.**

10. Can students take more than one exam per test date?

**The maximum time allowed to complete each exam is 3 hours. Students may take 2 exams on a test date, 9:00 am to 4:00 pm. Students may take 1 exam on a test date 9:00 am – 12:00 noon.**

11. How many times can a student attempt a CBE?

**A student cannot attempt more than two times to receive credit for a particular course. If a student fails to receive credit for a course before the beginning of the school year in which the student ordinarily would be enrolled in that course, the student would have to complete the course.**

12. What can students study for these exams?

**Direct links to the websites for University of Texas and Texas Tech University where Study Guides for these exams can be downloaded are posted on the Assessment & Accountability department page of the GCISD website. This information is also included with the list of the exams that are available to take in the CBE Information Packet.**

13. When will students know if they passed a CBE?

**Grade reports are received approximately 4 to 6 weeks after the exam date. Copies of the grade report will be mailed to the student's home and to the school counselor. No information on results may be released by phone or email because of privacy laws.**