

## **Elementary Guidelines for Credit By Exam**

### **Definition & Purpose**

Credit By Exam (CBE) provides an opportunity to earn grade level or course credit. All Credit By Exam requests require a consultation with the student's current campus counselor. Credit by exam is designed for a very small percentage of learners who have both the academic and emotional need to advance a grade level or course. Credit by exam is not meant for grade level or credit recovery when a student is retained. The only students that should take a CBE are those who display an extremely advanced level of understanding of the learning objectives assessed on the CBE.

### **Eligibility to Register for CBE Assessments**

- Only students currently enrolled at a College Station ISD campus are eligible to apply for a CBE.
- Students may earn credit for acceleration without prior instruction for the grade level being tested ([EHDC\(LEGAL\)](#)).
- Once a CBE has been passed, it may not be taken again.
- Students may not test more than once per testing window.
  - Elementary exams will be given in June and July.
- Students may not attempt to earn credit for a specific course or grade level more than two times.

### **Payment:**

If the CBE registration deadline is met, there will be no charge to the student. However, there is a cost to the district for both the test and processing fees. Therefore, please carefully consider the ability to test during the testing window before completing the application.

Students who register for an examination and do not take the exam will be required to pay for the cost of the exam, including charges for shipping, handling and proctors. This can cost up to \$100 per exam.

### **Dates/Testing Windows**

Elementary Credit By Exam is available for kindergarten through fourth grade students who wish to test for advancement to the next grade level. Elementary students must take exams in Language Arts, Mathematics, Science and Social Studies for the grade level he or she wishes to accelerate. The student will take the social studies exam first. If the student receives a passing grade of 80% (1<sup>st</sup> - 4<sup>th</sup>)(Kindergarten 90%) or higher for social studies, the district will then order the next subject exam. Students are encouraged to review the study guides linked on the [CSISD CBE website](#).

A district shall accelerate a student in grades K-4 one grade level if the student meets the following requirements:

1. The student scores 80% (1<sup>st</sup> - 4<sup>th</sup>)(Kindergarten 90%) or above on a criterion referenced test for the grade level to be skipped in each of the following areas: Language Arts, Mathematics, Science and Social Studies
2. A district representative recommends that the student be accelerated and
3. The student's parent or guardian gives written approval of the acceleration.

Exam results will be made available to the counselor after scoring is completed.

Please see your child's counselor to initiate the Credit by Exam Application. Once the CSISD order is processed, the vendor will email each student instructions for computer system checks and preparing for the online exam. Each family is responsible for choosing their own time for the students to take their credit by exam in the online format. Students must follow the testing window on the CSISD registration form.

For K-2 in person exams, the district testing coordinator, vendor and campus counselor will collaborate in the scheduling of the credit by exam.

Resources: College Station ISD [Intermediate and Middle School Math Sequence Flowchart](#)