



2011-2012 Lake Local Schools Credit Flexibility Checklist

Student Checklist

The student will:

- Meet with the school counselor for a Credit Flex counseling session
- Receive a Credit Flexibility application folder from the school counselor
- Complete the Core Flex application under the supervision of your parents
- Submit the completed application to your school counselor by April 15 (or October 15 for second semester)
- If necessary, make revisions to your education plan and resubmit to your school counselor within the allotted time (two weeks)

School Counselor Checklist

The School Counselor will:

- Set up an individual Credit Flex consultation session with each student interested in credit flexibility
- During the Credit Flex consultation session, inform the student of the following;
 - Does the Credit Flex option align with the student's other courses?
 - Does the Credit Flex option prepare the student for college and/or a career?
 - The student must identify the specific course for which he or she is flexing out.
 - The student must identify a properly certified Lake Local teacher of record who agrees to work with the student.
 - The student must declare the type of credit flex option – testing out or educational option.
- Provide the student with a Credit Flexibility application folder
- Receive the completed Credit Flexibility applications when a student submits them
- Attach a current academic transcript (official or unofficial) to the student's credit flex application
- Organize, set up a time for the Credit Flex Committee to meet and send the Credit Flex applications to the Credit Flex Committee for review