

Pearsall ISD Credit-by-Exam: Application

Please mail or deliver application to: Pearsall Independent School District
Curriculum & Instruction Department
318 Berry Ranch Rd.
Pearsall, TX 78061

**Please print or type and read
the directions on the next
page for further instructions.**

Section A (to be completed by parent/guardian)

Purpose of Credit-by-Exam – please check one: Acceleration Recovery

Test Date(s) Requested (See CBE Dates available on Testing Website): _____

504 or IEP Accommodations – please check one: Yes No (If yes, attach copy of IEP or 504 plan)

I request that _____ be permitted to take the Credit-by-Exam to test out of (be specific with grade level and/or course and semester(s) if it is a secondary course) _____.
I understand granting credit does not imply the student has acquired all of the knowledge and skills that would have been derived from completing the grade level or course. If the student receives credit, I understand the final grade recorded for the grade level or course will be that earned on the Credit-by-Exam test. At the high school level, this grade will not be used in computing the student's grade point average (GPA). **By signing this application I agree to accept passing grades earned on this Credit-by-Exam test unless I submit a rejection letter to the campus within 90 days of receiving the results.**

Student Information: School _____ Grade Level _____

Birth Date _____ SSN _____

Parent Information: Name _____ Daytime Phone _____

Street Address _____ City _____ Zip _____

Parent Signature _____ Date _____

Principal/Designee Signature *Date* *Counselor Signature* *Date*

Section B (to be completed by testing office)

- | | | | |
|----------|-------------|--------------|-----------|
| 1. _____ | Date: _____ | Score: _____ | Pass/Fail |
| 2. _____ | Date: _____ | Score: _____ | Pass/Fail |
| 3. _____ | Date: _____ | Score: _____ | Pass/Fail |
| 4. _____ | Date: _____ | Score: _____ | Pass/Fail |

Section C (to be completed by campus data processing secretary)

The above grade(s) were recorded by: Print Name _____

Signature _____ Date _____

Instructions for filling out Credit-by-Exam Application Form

Please complete **Section A** as follows:

- Indicate the purpose of test: Acceleration to skip a grade level or course; Recovery to recover credit for a failed course (grades 6 – 12 only)
- Indicate test date(s) being requested - test date(s) need to be within a testing window, which can be found on our testing website. Depending on the grade level and/or course, tests are either two or four hours in length. Students can take multiple tests in one day if they choose.
 - If testing to receive credit for one course, indicate one date.
 - If testing to receive credit for an entire grade level or multiple courses, indicate multiple dates.
- If your child requires 504 or IEP test accommodations, please check “Yes” and attach a copy of his/her IEP or 504 plan. Otherwise, check “No”.
- Fill in your child’s name and the course/grade level he/she wishes to test out of.
- Fill in your child’s school, grade, birth date, and social security number. If the student does not have a social security number, the State Alternate ID number should be used.
- Print your name, daytime phone number, and address.
- Sign and date the form.
- Obtain the principal’s and counselor’s signature.
- Make a copy of the form for your records after signatures are obtained.
- Mail or deliver application to the testing office: Pearsall Independent School District
Curriculum & Instruction Department
318 Berry Ranch Rd.
Pearsall, TX 78061

Applications must be received in the Pearsall ISD testing office **no later than three weeks prior to the last day of the testing window requested.** Late applications will be transferred to the next available testing window. You will be notified of the testing location/time approximately one week prior to the test date.

Please note, **you must obtain signatures from your child’s counselor and principal before you mail or deliver the application to the district testing office.** We cannot process the application unless we know that your child is eligible to test out of a particular course or grade level.

If you have any questions about the application or testing process, please contact the your campus counselor or the Coordinator of Curriculum & Instruction, by phone at 830.334.8001.