

### **Exemptions from Required Instruction**

The following shall be the procedure for being excused from a state-required program and for receipt of credit, where applicable, for an alternative program(s) or credit.

1. A letter submitted to the building administrator stating:
  - a. The anticipated educational advantage;
  - b. The method in which this option supports the student's career goals;
  - c. The type of accreditation of the program provided (if credit is requested).
2. The building administrator will act on the request as follows:
  - a. Approve the request;
  - b. Modify the request;
  - c. Deny the request.
3. An appeal of the decision may be made to the superintendent.

When approving an alternative program for credit, the building administrator will do so based on the applicable ORS and OAR. Credit shall be added to the student's transcript by the building administrator.