

Credit by Demonstrated Mastery (CDM) Summary

SBE Policy GCS-M-001.13, Course for Credit, Credit by Demonstrated Mastery, specifically offers NC students the opportunity to personalize and accelerate their learning by earning course credit through a demonstration of mastery of course material, beginning no later than the end of the 2014-15 school year for course placement in 2015-16.

“Credit by demonstrated mastery” is the process by which LEAs shall, based upon a body-of-evidence, award a student credit in a particular course without requiring the student to complete classroom instruction for a certain amount of seat time.

Students shall demonstrate mastery through a multi-phase assessment, consisting of (1) a standard examination, which shall be the EOC/CTE post-assessment/NC Final exam where applicable, or a final exam developed locally and (2) an artifact which requires the student to apply knowledge and skills relevant to the content standards.

Phase I & II Requirements:

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| Phase I | <p>Student completes a standard examination of the assessment required for the course to demonstrate foundational knowledge. Examinations shall include, where applicable</p> <ul style="list-style-type: none"> • End-of-Course (EOC) • Career and Technical Education (CTE) Post-Assessment, or • Locally developed final exam <p><i>Re-testing is not permitted.</i></p> | <p>For EOC courses students must achieve the following scale scores: Math I \geq 264 Biology \geq 261 English II \geq 165</p> <p>For CTE courses students must achieve a scale score of 93 to qualify for Phase II.</p> <p>For non-EOC courses, students must achieve a 94 or higher on the local exam to qualify for Phase II artifact development.</p> |
| Phase II | <p>Student completes the artifact development process and any other criteria a local school district requires to demonstrate deep understanding and application of course content.</p> | <p>Credit is indicated on transcripts as follows:</p> <p>EOC courses “P”</p> <p>non-EOC courses “P”</p> |

The following courses are excluded from Credit by Demonstrated Mastery:

- Career and Technical Education (CTE) work-based learning courses (co-op, internship, apprenticeship)
- CTE courses that have a clinical setting as a requirement of the course, such as Early Childhood Education I/II and Nursing Fundamentals
- CTE Advanced Studies courses
- Healthful Living required courses
- AP Courses

Access to the Credit by Demonstrated Mastery process is open to all NC public school students for high school courses in grades 9-12 and those high school courses offered in middle school (Math I). TCS will only offer CDM for courses that are being offered within our schools. LEAs should neither limit CDM to certain students nor exclude any student who wants to pursue this pathway.

Process:

Step 1: Information regarding CDM and application process is shared with all students/families and teachers.

Step 2: Discussions and advisement with interested students at the school level are held to ensure informed decisions are made regarding participation. Long-term implications are discussed to ensure full understanding. Students/families have the right to pursue the CDM process even if the school does not support the decision. An individual student, based on his or her own motivation or on a school personnel recommendation, initiates the process to earn CDM.

Step 3: Student/family completes the CDM Application.

Step 4: School CDM Team reviews application and initiates Multi-Phase Assessment process.

Step 5: Student completes Phase I Assessment to demonstrate foundational knowledge through a student examination, EOC, NC Final exam, CTE Post-Assessment or local exam. There will be timelines established each semester/summer for testing purposes.

Step 6: CDM Student Review Panel reviews Phase I Assessment.

- If student does not meet minimum criteria, student/family is notified. Process no longer continues.
- If student does meet minimum criteria, student/family is notified and completes Phase II Assessment.

Step 7: Student completes Phase II Assessment to demonstrate deep understanding and application of content through an Artifact Development process and any other criteria a local school district deems required.

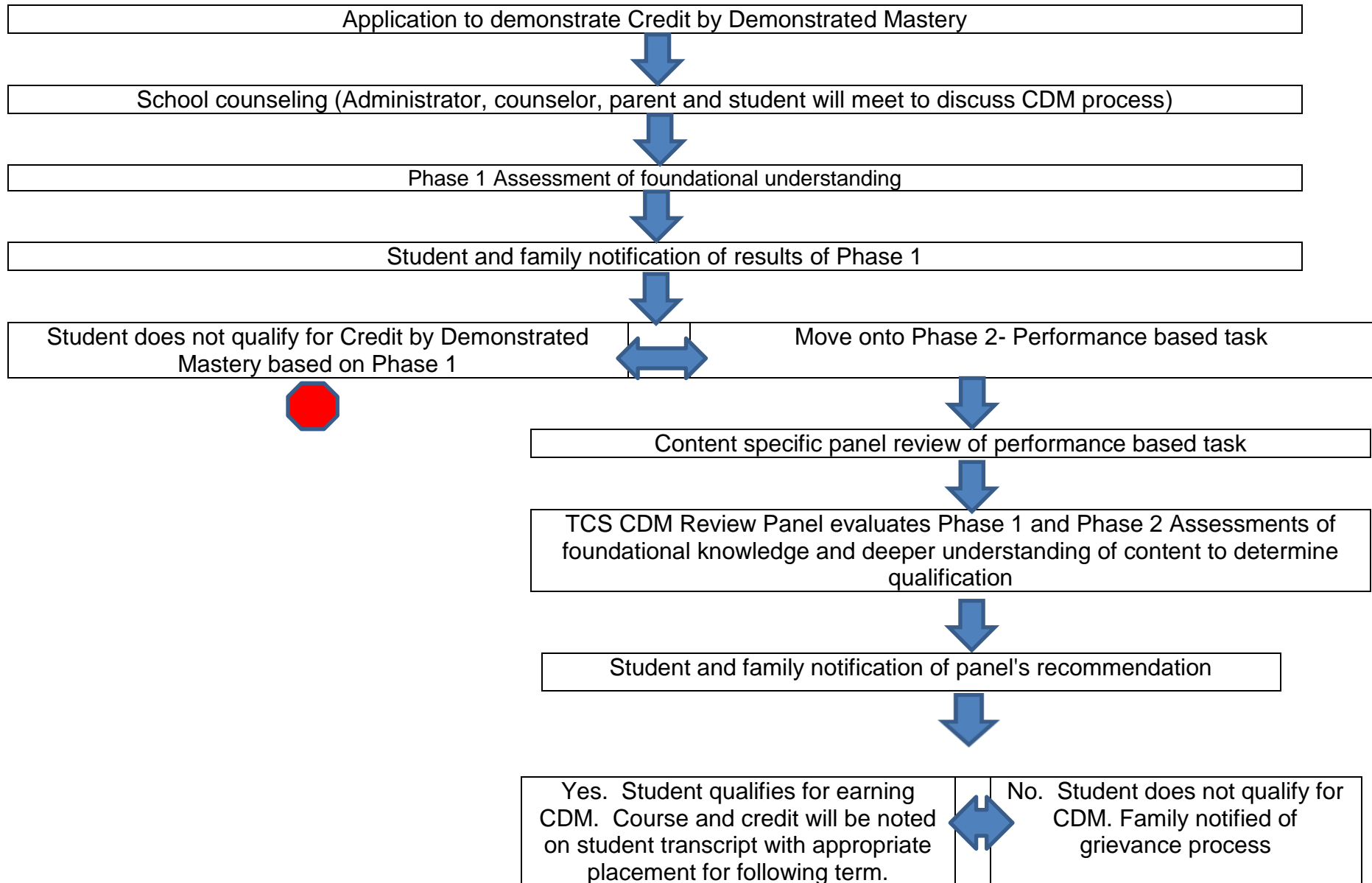
Step 8: CDM Student Review Panel reviews Phase II Assessment and provides assessment information to School CDM Team.

- If student does not meet local criteria, student/family is notified. Student/family is notified of Appeals Process.
- If student does meet local criteria and earns CDM for the course, student/family is notified.

Step 9: School CDM team meets with family to discuss options for future course enrollment and other specific implications of earning CDM for that particular course.

Step 10: Student earns CDM. The combination of examination, artifact creation, and optional additional performance assessments will provide assurance that the student has met standards for the course or subject area, as defined by the North Carolina Standard Course of Study, and deserves credit for the course. The student is awarded a "P" on their transcript and the course does not count toward their GPA.

Credit by Demonstrated Mastery (CDM)
Recommendations for CDM Family Process





Transylvania County Schools

Credit by Demonstrated Mastery (CDM) Student and Family Application

| STUDENT INFORMATION | | |
|--|--------------|-------------|
| Name: | | Birthdate: |
| School: | Grade Level: | Student ID: |
| Parent/Guardian Name: | Email: | Phone |
| Date of CDM Request: Circle: Fall Spring Summer | | |

| CREDIT BY DEMONSTRATED MASTERY APPLICATION |
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| <p>Instead of traditional course enrollment and seat-time, I am requesting the opportunity to earn Credit for Demonstrated Mastery (CDM) for the following:</p> <p>_____ (course name or subject).</p> |

| STUDENT/FAMILY AGREEMENT |
|---|
| <p>Please review the following regarding the CDM process:</p> <ul style="list-style-type: none">• I understand this assessment will include a multi-phase assessment with Phase 1 and Phase 2.• Phase 1 will include an examination to establish my mastery of the foundational skills and content this course/subject requires.<ul style="list-style-type: none">○ I must earn a minimum of 94% on NC Final Exams or local made exams, 93% on CTE post-assessments or a Level V on an EOC to continue with the CDM process.○ I have one attempt at the exam. |



Transylvania County Schools

- Prior to the exam, I may review the content standards for the course or subject area that I seeking to demonstrate mastery at www.ncdpi.edu
- If I earn the appropriate score, I will move onto Phase 2. If not, I will not have the opportunity to earn CDM for this course.
- In Phase 2, I will create an artifact that reflects deep understanding of the content standards, including the ability to apply the skills and knowledge expected at the end of the course.
 - The school may require a presentation, project, or interview as evidence of my abilities.
- The CDM Review Panel will make a recommendation if I can earn CDM. If I am successful, I will earn a “Pass” on my transcript toward graduation. No grade or quality points will be granted and the “Pass” will not be included in my GPA.
- I understand that I will meet with a CDM Panel member (s) to discuss the process and long-term implications.
- My parents and I will be allowed to file for grievance if we do not agree with the decision of the team.

I understand all of the above and agree to abide by the process defined above.

Student Signature:

Parent/Guardian Signature:

Date:

For Office Use Only:

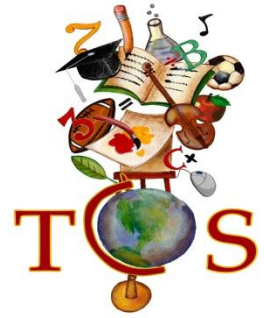
Date Received:

Conference Date:

Other:

In Attendance:

Credit by Demonstrated Mastery (CDM)
Student Record: Review Panel Recommendations



Student Name:
Student ID:
Current School:
Grade Level:
Birthdate:
Date of Application for CDM:

Phase 1 Assessment
Examination of Foundational Knowledge

Course Title or Subject Area

EOC Scale Score _____

CTE Post-assessment Score _____

NC Final Exam Score _____

Locally Created Exam _____

_____ Student met minimum 94% accuracy score for NC Final exam or Locally Created exam, 93% accuracy score for CTE post-assessment, or appropriate Level 5 scale score on EOC. Student will progress to Phase 2 of CDM process.

_____ Student did not meet minimum accuracy score. Student will not progress to Phase 2 of CDM process.

Other comments:

**Phase 2 Assessment
Artifact review**

Artifact description:

_____ Student demonstrated deep understanding of content and skills.

_____ Student did not demonstrate deep understanding of content and skills.

Other Comments:

CDM Review Panel Recommendations

Date:

___ Student has EARNED credit by demonstrated mastery (CDM) based on state and local guidelines and will receive credit for the following course:

___ Student has NOT EARNED credit by demonstrated mastery (CDM) based on state and local guidelines and will not receive credit for the following course:

CDM Review Panel Signatures:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Student Signature:

Date:

Parent/Guardian Signature:

Date:

Please note that once this decision is made, student/family and team will together to address the implications for scheduling and course/subject placement for the following term.

Appeals Process:

If a student or parent/guardian is in disagreement with the recommendations of the CDM Review Panel, the student or parent/guardian may appeal the decision through the following process:

Appeals and Suggested Grievance Process

1. Parent/Guardian may appeal in writing within 10 days of decision
2. Panel will review appeals within 10 days of recommendations and collect any additional data requested by the panel.
3. Final recommendations will be made within 10 days of Appeals Review.

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| Appeal of recommendation received (date): _____ |
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Appeal review date _____

Appeal review comments:

Final Review Panel recommendation:

_____ CDM approved

_____ CDM not approved