

## Procedure for Credit by Exam (CBE) Without Prior Classroom Instruction 2009-2010 for Grades 6-12

Klein ISD secondary students may attempt to earn Credit by Exam without prior classroom instruction on eight possible dates throughout the school year. The dates and registration periods are listed below.

<b>Date of Credit by Exam</b>	<b>Registration Period</b>	<b>Location</b>	<b>Time</b>
Tuesday, October 6, 2009	August 3–September 4, 2009	TBA	4:30-7:30
Tuesday, November 10, 2009	September 7–October 2, 2009	TBA	4:30-7:30
Tuesday, January 5, 2010	October 5–November 6, 2009	TBA	4:30-7:30
Tuesday, February 23, 2010	November 9, 2009–January 15, 2010	TBA	4:30-7:30
Tuesday, March 30, 2010	January 18–February 19, 2010	TBA	4:30-7:30
Tuesday, May 4, 2010	February 22–March 31, 2010	TBA	4:30-7:30
Tuesday, June 1, 2010	April 1–April 30, 2010	TBA	4:30-7:30
Tuesday, July 6, 2010	May 3–May 31, 2010	TBA	4:30-7:30

### ***Procedures:***

Registration forms must be obtained through the counseling office at the student's home campus.

Students may only participate in CBE on the above dates and if they have not received prior classroom instruction in the course for which CBE is attempted.

Students may register for only one CBE per registration period.

No early or late registrations are permitted.

Students may not register for another test until they have received official documentation announcing the results of their previous test.

Students will be notified of the testing site by letter mailed at least 3 weeks before the test date.

On a student's first absence for an exam for which he/she has registered, he/she will be suspended from CBE participation for one calendar year. The student may remove the program suspension by taking the exam on its next regularly scheduled date or by reimbursing the district for the cost of the test (\$20). After a second absence, the student may only remove the one-year suspension by paying the \$20 fee.

Study guides are available online at: <http://www.depts.ttu.edu/ode/cbereview/>

Note: It takes 4-6 weeks to receive the results of the tests.