

**SAN LORENZO
UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATIONS**

Instruction

AR 6200.1 (a)

PROCEDURE FOR REFERRAL OF HIGH SCHOOL STUDENT TO ADULT SCHOOL

1. Local high school procedure:

- a. Student discusses possible enrollment in Adult School class with counselor.
- b. In accordance with guidelines, counselor first obtains consent of parent/guardian.
- c. Request is submitted to school principal for approval. Course to be taken is designated.
- d. Principal establishes conditions for referral to Adult School principal.
- e. Principal forwards letter or consent to enroll accompanied by conditions of enrollment to Adult School principal.

2. Local high school guidelines:

- a. Enrollment option confined to juniors and seniors.
- b. K-12 Summer School shall remain first counseling priority for makeup of credit for seniors.
- c. Referral shall consider the probability of success.
- d. Courses comparable to day school offerings only may be assigned for credit. Such courses will be identified in advance and published.
- e. Approved credit shall be limited to 5 units a quarter, which is earned by class work two nights a week, 3 hours a night, per quarter.
- f. Exceptions may be made on an individual basis at the discretion of the high school principal in concert with Adult School Principal.

Reference BP/AR 6200

AR 6200.1 - Superintendent's Cabinet approved: 12/10/1979, revised March 1, 2005