

Designed for students who need to retake a high school course for credit and get back on track for graduation.

The Credit Recovery Solution includes prescriptive pretests to identify what a student has learned previously and areas of deficiency for each unit of content. An individual learning plan is automatically generated based on each unit pretest results.

Course Content

The Credit Recovery course includes pretests, instructional material, practice exercises, assignments, quizzes, tests, and a final exam.

- **Pretests** determine the individual learning plan for each unit. Students scoring 80% or higher on specific objectives will not be required to complete the activities tied to the objective(s).
- **Study Check** assignments are not graded but provide students with an opportunity to check their understanding.
- **Key Activities** are teacher **graded** activities submitted to the teacher using the Message Center in the course.
 - **Note:** *Students will compete the activities by:*
 1. *Accessing the activity, utilize a word processor to complete the assignment, save the completed assignment as a .pdf or Microsoft Word document (.doc or .docx), and upload the assignment to the Message Center. Detailed directions are available in the course and the IVS Help Center.*
 2. *Printing the activity, complete the assignment by hand, use a scanner OR a free scanning app (e.g. CamScanner) to convert the handwritten assignment into an electronic .pdf document, and upload the assignment to the Message center. Detailed directions will available in the course and the IVS Help Center.*
- **Quizzes** are computer **graded** and are used as a checking point for understanding. Students have three opportunities to earn a minimum score of 60%.
 - If 60% is not earned on a quiz, you will need to submit the 'Permit Progress Request' to the IVS Technical Support through the Message Center on the Apex Dashboard.
Once approved, this action will open the next part of the course. Detailed directions for submitting the 'Permit Progress Request' option is available in your course (Appendix B) and the IVS Help Center.
- **Tests** are **graded** and required for all students at the end of each unit. Unit tests are made up of a computer scored test AND a teacher scored test. The teacher scored test is submitted to the teacher using the Message Center in the course.
- **Final Exam** is computer graded. Some final exams may also include a teacher graded exam portion. Schools need to notify their student and IVS when a student is enrolled if they wish to proctor the final exam.

Instructors

An Illinois certified instructor is assigned to each Credit Recovery course and acts as the course manager responsible for grading key activities and tests, monitoring student progress, and completing the student with either a P (Pass) or F (Fail). Students that need individual instructional support or have an IEP/504 educational plan should take the IVS Full Service course which offers ongoing communication and support from the IL-certified instructor.

Credit Recovery Specialist

A Credit Recovery Specialist has been assigned to provide technical support. The Credit Recovery Specialist will maintain contact with credit recovery students informing them of important dates and pacing benchmarks. The Credit Recovery Specialist will also serve as the main technical support contact to resolve technical issues in an expedited manner.