

## ***General Rules Related to Requirements***

---

Summer school and correspondence course credits **will be accepted only by prior consent of the Principal or the Counselor**. The maximum number of credits allowed for such a course is normally one credit. Correspondence or summer school courses are usually only allowed in place of a course already attempted and failed at LJA or one of considerable merit which LJA does not offer. Required classes taken in the summer can be used for acceleration purposes only. Credit will be awarded as an elective credit.

Students may elect to repeat a course that has been **failed**. Grades for the repeated course will be calculated into the cumulative GPA along with the original grade.

No credit will be given for repeating a course which has been **passed** with a D- or higher. Once a grade (A-F) has been awarded, it may not be changed or removed by a student repeating a course. Grades for the repeated course will be calculated into the cumulative GPA along with the original grade.

High school courses, i.e. Algebra I, French I, Japanese I, Mandarin I and Spanish I taken in the 8th grade will be added to the high school transcript **if the student**

**scores a 73% or better on the final exam**. These classes will apply towards the graduation requirements as elective credits. Students who complete language level 1 in Middle School will receive credit upon completion of Language II. **Students will still be required to take 2 consecutive levels of the same language in 2 consecutive years while in High School to meet graduation requirements.**

Independent Study (I.S.) **and Distance Learning classes** may not be taken in lieu of an existing course at LJA and **they** must be the student's 6th or 7th course.

**Incomplete grades:** Students who receive incomplete grades in quarters 1, 2 or 3 must fulfill the outstanding coursework and/or examinations **within two weeks of the quarter in which the incomplete is being assigned**; otherwise the student will receive a zero for incomplete assignments. In the case of an extended illness, each situation will be reviewed on a case by case basis.

Report cards will be issued at the end of each quarter.

Students **must** meet course prerequisites and be in the appropriate grade level to enter a course.