

Mission Consolidated Independent School District

Procedure for Approving High School Credit for College Courses not taught on MCISD campuses

Counselor's Office

Student desiring high school credit signs *Student Request for High School Credit for College Course Not Taught on MCISD Campuses* form, and turns in the college course Syllabus to the Counselor.



Pre-Approved

Needs Approval



Counselor sends *Student Request for High School Credit for College Course Not Taught on MCISD Campuses* form with course syllabus to the Advanced Academic Services Coordinator.



Advanced Academic Services Coordinator gives course syllabus to appropriate subject area coordinator for written approval or denial.



Written decision (*High School Credit for College Course Committee Approval*) is given to Advanced Academic Services Coordinator who returns it to the high school counselor.