Counselortalk, January 2019

Question: We would like to gather information on how other schools handle audits. This would be when a student retakes a course they passed in order to get a better grade (often to keep AHD or meet a prereq for the next level). Any information you can provide is appreciated, from your guidelines on re-taking courses, to how you figure in the new grade on the transcript.

Answers:

We keep both grades on the transcript.  Both are averaged into the GPA.

When students retake a course, all grades earned will appear on the transcript, but the higher of the two grades is used to factor into the GPA.

We delete the old grade and let the new grade take its place.

We do a true grade replacement when student has taken a class over to get a better grade.  The first grade remains on the transcript, however we have a special code (\*) on the grade and the GPA points are removed from the GPA calculation.  The new grade is entered and the new GPA points calculate into the cumulative GPA.  We use Skyward.

The first grade is still shown on the transcript, but we change the credit to zero (for the D), but keep it in the GPA credit.  We limit re-takes to D/Fs, and only allow students in realistic standing for AHD to re-take for a D grade.

We allow students to retake (audit) any class that they earned a C+ or lower and the new grade is figured into the GPA.

My previous school a student could audit any class where they earned a D+ or lower and the highest GPA points they could earn was a 2.0, so kids could retake classes just to adjust class rank. Basically it only helped kids be eligible for AHD.

Here’s our audit/retake policy from our student handbook:

 AUDITING OR RETAKING CLASSES Students who wish to retake a course in order to improve the grade may do so in consultation with their counselor. Students wishing to improve a single semester grade for a yearlong course will be allowed to retake the entire year if they choose to do so. When retaking a course, the original grade and the grade earned when the class is retaken will both appear on the student’s transcript. The higher grade will be associated with the credit and factored into the student’s GPA. The lower grade will remain on the transcript with a notation that the course was retaken, but will not be included in the calculation of the student’s GPA. In order to place into a higher-level course than what was recommended by the Carmel Clay School System, a student may request to sit for a placement exam prior to starting the next sequence course to determine placement. Incoming 9th graders with high school credit earned in middle school may retake those courses at Carmel High School if the grade earned in the middle school is lower than a “B-.” When retaking a course previously taken in middle school, the course, credit and grade earned in middle school will not be a part of the Carmel High School transcript. In some cases, students transferring to Carmel High School may audit a class if the audit is recommended after appropriate evaluation by an academic department and is approved by the principal. During the regular school, an audit or retake may be denied if placing a student in a particular class for this purpose causes the class size to be excessive. Again, the principal will make the decision in such cases. Before enrolling in non-CHS courses, the student must have permission from their CHS counselor to enroll and to apply the specific course toward CHS diploma requirements. A maximum of 8 credits earned from other approved accredited programs will be accepted.

We keep both grades in the GPA but only give credit for taking it once.