



VISIONS PREPARATORY ACADEMY

Repeated Courses & Course Recovery Policy

Policy:

Visions Preparatory Academy allows students to repeat courses under specific, approved circumstances to ensure mastery of essential standards and progress toward graduation.

Repeated courses provide opportunities for academic improvement while maintaining the integrity of earned credit and grade point averages (GPA).

1. Allowable Circumstances for Repeating a Course

Students may repeat a course only under one or more of the following conditions:

- Failure or No Credit Earned:
- The student received a final grade below passing (D or F) or did not meet minimum credit requirements. The course may be repeated to earn credit.
- Significantly Low Performance:
- A student who passed with a low grade (below a "C") may repeat the course once for grade improvement if approved by academic advising or administration.
- Graduation or Pathway Requirement:
- A course may be repeated when it is required for graduation or a certification pathway, and the previous grade does not meet the minimum standard for progression.
- Programmatic or Administrative Exception:
- In cases such as transfer adjustments, state-mandated recovery, or verified extenuating circumstances, a repeat may be approved by administration.

Students may not repeat courses solely to increase GPA or accumulate additional credits for the same subject. All repeats must be documented and approved before enrollment.

2. Credit and Grade Management

- Credit: Only one unit of credit will be awarded for a repeated course, regardless of the number of attempts. The highest passing attempt determines credit fulfillment for graduation and certification purposes.
- Grades: Both the original and repeated course attempts will remain on the official transcript. However, only the higher grade will be calculated into the cumulative GPA.
 - If the repeated attempt results in a lower grade, the original grade remains in GPA calculations.
 - The excluded grade remains visible for recordkeeping and accountability.
 - Honors or weighted designations remain consistent across both attempts.





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3. Transcript and Grade Report Designation (R2)

Repeated courses will be clearly marked on official transcripts and grade reports to indicate the nature of the repeat:

- Original attempt: Course Title
- Repeated attempt: Course Title (R2)

An explanatory note will appear on the transcript:

“(R) indicates the course was repeated. Only the highest grade counts toward GPA and credit is awarded once.”

Courses completed through approved course recovery programs will be designated as Course Title (CR) to distinguish from full course repeats.

4. Course Recovery (CR) Credit Option

If a CR designation appears on the transcript, the course represents Course Recovery Credit completed through the Imagine Learning platform. Course recovery allows students to accelerate completion by demonstrating mastery of content through pretests. Students who achieve proficiency on pretests may test out of specific sections or modules.

The grade earned in the recovery attempt, if higher than the original, replaces the previous grade in GPA calculation and fulfills credit requirements.

Summary:

Visions Preparatory Academy supports academic growth through fair and transparent opportunities for grade improvement and credit recovery. This policy ensures that repeated and recovered courses strengthen student learning without compromising transcript accuracy or academic integrity.

