



### Non-Westside Courses

As a rule, we do not recommend that students take courses offered at Westside through an outside institution. However, we do realize that sometimes there are circumstances which require this option. Listed below are the 6 most widely used online providers used by Westside students. A *Non-Westside Course Authorization Form* should be completed prior to enrolling in any class outside of Westside to ensure that we recognize the credit. Remember that there is a limit of one (1) online credit during your attendance at Westside. Some schools will want our school code when you register. It is 380936. Some families should also be aware that NCAA Division 1 & 2 colleges will only accept some online or correspondence courses for athletic eligibility purposes.

\*Courses from the following providers ARE NCAA approved:

Apex Learning Virtual School	<a href="http://apexlearningvs.com">apexlearningvs.com</a>	1.855.550.2547
Penn Foster	<a href="http://pennfoster.edu">pennfoster.edu</a>	1.800.961.6407
Red Comet	<a href="http://redcomet.org">redcomet.org</a>	1.800.730.1101

\*Courses from the following providers are NOT NCAA approved:

American Academy	<a href="http://theamericanacademy.com">theamericanacademy.com</a>	1.888.364.6940
BYU online	<a href="http://elearn.byu.edu">elearn.byu.edu</a>	1.800.914.8931
Blueprint Education	<a href="http://blueprinteducation.org">blueprinteducation.org</a>	1.800.426.4952

### Instructional Courses

We believe that most students learn best by being present in a class of their peers. If a student must take “outside” courses, PCC offers a wide variety of classes that Westside accepts for high school credit. Sometimes, students may even take courses there to satisfy high school requirements while earning college credit for later use. If you plan to use PCC, keep in mind that they work off a quarter system and their credits are not the same as a high school credit. The conversion table we use is listed below.

#### **PCC/PSU Credit Hours    WCHS Credits**

2, 3, or 4	½
5 or 6	1

Note that there is no limit to the number of instructional courses a student may transfer to Westside, but check with Scott Ball, School Counselor to confirm that a course is truly instructional and not “correspondence”. Instructional courses are generally considered those in which a certified instructor actually teaches the class rather than merely monitoring a student’s work.



## Non-Westside Course Authorization Form

This form should be completed prior to enrolling in any online, traditional correspondence, or self-paced program.

**Student** \_\_\_\_\_

**Institution** \_\_\_\_\_ **Quarter or Semester system?**

**Course name and number** \_\_\_\_\_

**College Credit hours** NA 1 2 3 4 5      **Westside Equivalent** 1 semester 2 semesters

**Deadline to submit grade to Westside**      March 1, 2020 (applies to seniors only)

Upon completion of the course, an official transcript or grade report must be sent to Westside before the course will be added to a student's Westside transcript.

Signatures

**Student** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Counselor Approval** \_\_\_\_\_ **Date** \_\_\_\_\_