



Brazosport Independent School District

Credit-by-Exam Handbook 2023-24

Introduction

Since 1995, the Texas Education Code has allowed districts to use Credit by Exam (CBE) assessment for acceleration or credit for primary and secondary students.

BISD has joined with the University of Texas in Austin to provide a consistent and quality program for acceleration as well as alternate means to earn credit. All examinations are vigorously field-tested, externally validated, and audited to ensure that assessments thoroughly test the Texas Essential Knowledge and Skills (TEKS) in the applicable grade level or subject area and that all exams are compliant with state statute regarding the development, validation, and auditing of credit-by-examination tests.

Frequently Asked Questions on Credit by Exam

1. How can a student earn credit by exam?

Students are able to earn credit by exam in a few different ways:

Credit by Examination (K-5)

A student in grades 1-5 must be accelerated one grade if the student scores 80 % or higher on each CBE including language arts, mathematics, science, and social studies for the grade level the student wishes to advance past. Additionally, in order to qualify for acceleration, the student must be recommended by a school district representative (usually the campus principal) and the student's parent or guardian must give written permission.

In accordance with BISD Policy EHDC (Local), a child who is five years old at the beginning of the school year may be assigned initially to grade 1 rather than kindergarten. Criteria for acceleration may include:

- Scores on readiness tests that may be administered by appropriate district personnel
- Recommendation of the kindergarten or preschool the student has attended.
- Chronological age and observed social and emotional development of the student
- Other criteria deemed appropriate by the principal and superintendent.

Credit by Examination with Prior Instruction (6-12)

Students in grades 6-12 may earn credit by exam if they received prior instruction in a subject area, but did not receive credit for other reasons, such as a failing grade or excessive absences. To receive credit, these students must score a 70 % or higher on a CBE assessment from the University of Texas for that content and grade level area exam.

Credit without Prior Instruction (6-12)

For grades 6-12, students may receive credit based solely on their score on the CBE exam. A school district must give students who score 80% or higher on the board-approved exam credit for the assessment subject area. Students can also receive credit without prior instruction by scoring a three on an advanced placement (AP) exam or a scaled score of 50 or higher on exams administered through the College-Level Examination Program (CLEP). Tex. Educ. Code § 28.023(c), (c-1), (h).

2. Will it cost me anything for my child to take a CBE?

No. A school district is prohibited from charging a fee for credit by examination for acceleration.

3. How will the test score on a CBE affect my high school grade point average?

Numeric grades on the exams for which the student earns credit will be recorded and will be used to calculate the student's grade point average (GPA). EIC (Local)

4. How many times can my child attempt to pass a CBE?

According to Texas Administrative Code §74.24 Credit by Exams (c)(6), a student may not attempt to earn credit by examination for a specific high school course more than two times.

5. If my child receives credit-by-exam for an EOC course, does he or she have to take the STAAR EOC?

If a student is given credit on the basis of an examination on which the student scored 80% or higher, the school district must enter the examination score on the student's transcript, and the student is not required to take an applicable end-of-course assessment instrument for the course. (TAC §74.24)

6. Where can I find study guides for the CBE exams?

University of Texas Credit by Exam Study Guides are available on the University of Texas Credit by Exam Website at <https://highschool.utexas.edu/cbestudyguides>.

7. Where can I find a complete list of what CBE exams are available?

A complete list of all available CBE exams can be found on the University of Texas Credit by Exam Website at <https://utexas.app.box.com/v/uths-cbe-available>

8. How do I go about requesting a CBE exam?

Step one is to set up a meeting with your campus school counselor to review all available options and complete the appropriate application form found in this manual. Once the application is completed and all forms signed, campus counselors will download and complete [a registration spreadsheet](#) that includes information about the student in order for the student to be registered to test. The counselor or campus testing coordinator will then share the registration spreadsheet with the assessment office for upload. The assessment office will then register the student to test. Registration confirmation can take up to ten working days. The tests will then be administered during regular school hours on the student's home campus on the testing dates indicated for 2022-23.

9. How many tests can I take at a time?

Students may only register for **ONE** test per testing session date. The tests are challenging and lengthy and taking more than one per testing date is not recommended. Special circumstances should be directed toward the assessment office.

10. What are the testing dates and application deadlines for 2023-2024?

Testing dates and application deadlines for 2022-23 are as follows:

Registration Window (Registration spreadsheets must be submitted by 4:00 PM on the last day of the window):	Testing Date*
July 1, 2023 - August 4, 2023	Friday, August 25, 2023
August 7, 2023 - September 1, 2023	Friday, September 22, 2023
September 4, 2023 - September 29, 2023	Friday, October 27, 2023
October 2, 2023 - October 27, 2023	Friday, November 17, 2023
October 30, 2023 - November 17, 2023	Friday, December 1, 2023
November 27, 2023 - January 5, 2024	Friday, January 26, 2024
January 8, 2024 - February 2, 2024	Friday, February 23, 2024
February 5, 2024 - March 1, 2024	Friday, March 22, 2024
March 4, 2024 - April 5, 2024	Friday, April 26, 2024
April 8, 2024 - April 26, 2024	Friday, May 17, 2024

*Changes to testing dates can be made on a case by case basis based upon campus need, but should be reasonable and as near to the indicated testing date as feasibly possible.

11. When will results of the CBE test arrive?

Results will arrive in 10-15 working days after the test is administered.

12. How will I get my results?

Your campus counselor or campus testing coordinator will provide you with your results once they are available.

13. Who is the best person to call if I have further questions about CBE exams?

You can contact your home campus school counselor, campus testing coordinator, or call the Brazosport ISD Office of Assessment at 979-730-7000. Ask for Randy Wuensche at extension 16103.



Application Date: _____

Testing Date: _____

Application for Credit by Exam

Student Name: _____ Student Grade: _____ Student Local ID#: _____

Home Campus: _____ Email Address: _____

Credit by Exam Request Information			
Grade/Course/Subject Exam Requested for testing for CBE	Reason for Exam		Student Meets ALL Eligibility Requirements for Testing
	Acceleration (No Prior Instruction)	Recovery (Prior Instruction)	
	Yes No	Yes No	Yes No

Counselor Initials:

_____ I have confirmed that the student meets all eligibility requirements for taking a CBE for the course/grade level indicated above.

_____ I have reviewed the student's academic records with parent/guardian/adult student.

_____ Counselor Printed Name

_____ Date

_____ Counselor Signature

Parent Initials:

_____ I give my permission for the CBE exams indicated in the chart above to be administered during the specified testing window

_____ I understand that a score of 80% or higher on an exam for a course with no prior instruction or 70% or higher on an exam with prior instruction is required to receive course credit.

_____ I understand that the district assumes the cost of CBE(s)

_____ Parent Printed Name

_____ Date

_____ Parent Signature

Student Name: _____ Grade: _____ Local ID# _____ CBE Test Title:: _____

To be completed by the campus counselor **after** notification of testing results

Grade/Course/Subject Tested	Date Tested *	Reason for Exam		Score %	Meets Requirements To Receive Credit <ul style="list-style-type: none"> • 80% or higher on an exam with no prior instruction • 70% or higher on an exam with prior instruction
		Acceleration (No Prior Instruction)	Recovery (Prior Instruction)		
					Yes No NS

*Indicate "NS" if student failed to take a test for which the student was registered.

Counselor Initials

- _____ The CBE results have been reported to the parent/guardian/adult student.
- _____ The appropriate coding changes have been made in the district's student information system
- _____ CBE results have been shared with the campus registrar/records keeper for input on transcript

Counselor Printed Name

Date

Counselor's Signature

NOTE: When testing has been completed and results have been recorded, this application should be placed in the student's cumulative folder.