



ALASKA GATEWAY SCHOOL DISTRICT

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Dual Credit Reimbursement Pre-Approval & University Transcription Request Guidelines

Eligibility

- The student must be enrolled full-time at an AGSD school.

Reimbursement

- One course (a maximum of four credits) per semester, per student, may be reimbursed.
- An approved Dual Credit Reimbursement Pre-Approval and University Transcription Request Form must be on file prior to the course start date.
- The course must be paid for up-front by the student/parent (see “eCampus Advantage Exception” section below).
- Copies of university receipts **and** proof of payment **must** be submitted to the district office within 30 days of course completion.
- Official course grade **must** be submitted to the district office within 30 days of completion.
- Payment information and official course grades submitted after the deadline will generally result in the denial of the reimbursement request.
- Supplies, books, and other media are not eligible for reimbursement and may be kept or sold by the student.
- A grade of “C” or higher or “P” for a pass/fail course must be earned in order to be eligible for reimbursement.
- Developmental (e.g. DEVE Math) and 001-099 level courses are not eligible for reimbursement.
- Only University of Alaska courses generally qualify for reimbursement.

AGSD Transcription

- Pass/fail courses may **not** be used to meet core credit requirements for graduation.
- Official university transcripts are required to transcribe grades and credits to AGSD transcripts.
- Obtaining and submitting university transcripts is the responsibility of the student and parent.
- University courses will count for elective credit unless otherwise pre-approved.
- Non-core, developmental (DEV), and 001-099 level post-secondary credits will be converted at a rate of 1/6 high school credit for each post-secondary credit earned ([BP 5121.1](#)).
- Core (100 level and higher math, language arts, science, social studies, and world languages) post-secondary credits will be converted on the following basis:

Post-Secondary Credit	=	High School Credit
1-2		0.50
3-4		1.00
5-6		1.50

eCampus Advantage Exception

AGSD will front the tuition for students with at minimum 3.0 GPA who enroll in a UAF eCampus Advantage course. If a student does not successfully complete the course (including failing to drop a course within the drop period) with a final grade of “C” or higher, the student will be ineligible to receive further eCampus Advantage Exceptions until the student/parent can provide proof of the successful completion (final grade of “C” or higher) of a dual credit course.

