

Transcript Requirements and Credit Information

A. Official Transcripts are required of all students entering grade 9-12.

1. Grades 9-11: A copy of an officially STAMPED transcript will be accepted for initial screening.
2. Official Stamped transcripts must be included with the final application.
 - a. a stamped original-language transcript
 - b. a stamped officially-translated English-language transcript
3. NO reconsideration for past work will be given for ALTERED or CHANGED transcripts.
4. To play sports in 9-12, another official transcript must be submitted to CIF approved translators
5. Grade 12 students are only accepted if they have been attending another U.S. school in previous school year.

The following is for exceptional decisions:

Officially STAMPED transcripts must be with the application for initial screening

- a. a stamped original-language transcript
- b. a stamped officially-translated English-language transcript

If exceptional acceptance is granted, senior must take a full load (14 credits) for a HCS diploma.

Minimal college counseling/transcript assistance is available for senior transfer students.

6. All student must be under age 20 at time of graduation to be accepted.

B. Grades 9-11 Credits: (all subjects taken must be verified as to hours and content)

1. Out of Country transcripts:

- a. all accepted subjects will receive a "Credit" – not a letter or number grade.
- b. the maximum number of transfer credits for grade 9 is 7 classes (14 HCS credits) usually;
 - (i) EFL English
 - (ii) World History or a combination of a least 3 (usually geography, history and politics)
 - (iii) Math
 - (iv) Biology or Physical Science (combination of both physics and chemistry)
 - (v) ½ year credit Computer/Technology OR Fine Arts (2 semesters of the same art)
 - (vi) Foreign Language II (if educated in 1st language for 2 semesters through grade 9)
 - (vii) 1 full year Physical Education
- c. the maximum number of transfer credits for grade 10 & 11 is 7 classes per year (14 HCS credits)
 - (i) only clearly defined course work will be accepted as equivalent
 - (ii) hours in class per week or units of credit must be equivalent to HCS
 - (iii) unmarked /undefined subjects will receive a credit only
 - (iv) honors or AP grades issued by accredited institution receive letter grades
- d. all students must take a full load (14 HCS credits) to remain in SEVIS (I-20) status
- e. second semester grade 11 transfer students must go to summer school for US History

2. Out of State Transcripts:

- a. all credits from regionally accredited schools will receive the letter grade issued
- b. all credits from any non-accredited school will receive "Credit" – not a letter of number grade
- c. all course work must be clearly defined to receive equivalent HCS credit

C. Grade 12 Credits: (Grade 12 students not presently accepted) Exceptions only:

1. All Out of Country transfer rules above apply
2. All Out of State transfer rules above apply
3. All Official transcripts must be turned in with the application

D. Charges for Transcript Requests:

1. For presently enrolled students applying to college, 1st three transcripts are free, each additional \$5.00
2. Special mailing charges will apply if mailing overseas. This needs to be paid in advance.

ACADEMIC STANDARDS & TESTING REQUIREMENTS

Graduation Requirements:

A student must accumulate 240 credits plus a minimum cumulative GPA of 2.0 to graduate from HCS. Half credit is awarded upon successful completion of one semester in one subject. Entering grade point average (GPA) must be 2.5 or higher.

College Preparatory Curriculum:

This course of study prepares a student for entry into the University of California, the California State University system, and other private colleges and university (Christian included) systems. The student must maintain a GPA of 3.0 or higher.

- Four years of English: English 9, English 10, 11, and 12 or AP English Lang, AP English Literature
- Three year minimum of Mathematics: Geometry, Algebra I, Algebra II
- Two years of Science: 1 year of life science, 1 year of physical science
- Three years of Social Science: World History, U.S. History, Government/Economics.
- One year of Visual/Performing Art (both semesters must be the same course)
- One additional year in Math, Science, or Social Science
- Two years of Physical Education
- Bible each semester while attending Heritage Christian School
- Additional credits must be made up with academic or general electives
- Graduation credits will be determined by the year you entered a U.S. school