

LOS ANGELES UNIFIED SCHOOL DISTRICT
Division of Adult and Occupational Education

BULLETIN NO. 83
August 26, 1988

SUBJECT: CREDIT FOR VOCATIONAL COURSES IN THE DIVISION OF ADULT AND OCCUPATIONAL EDUCATION

- I. Background
- II. Example
- III. Recommendations

This revision supersedes the bulletin of the same number issued on July 29, 1988. The content has been updated to reflect changes in Division organization, policy, or procedure.

I. BACKGROUND

Vocational courses in the Division of Adult and Occupational Education range in number of required hours from 60 hours to 1200 hours and from 5 credits to a maximum of 40 credits. In the interest of providing a uniform and workable standard, the following credit granting procedure will be followed. Credits for a course are to be given in increments of 5 credits for every 60 hours up to the maximum credits allowed for the course. Required hours beyond that number would be considered necessary for employment preparation but not for credit.

II. EXAMPLE

29-39-75 Welding Pre-Employment (40 semester periods/1200 hours)

<u>Hours Attended</u>	<u>Credit Earned</u>
60	5
120	10
180	15
240	20
300	25
360	30
420	35
480	40
481-1200	no additional credit

III. RECOMMENDATIONS

Such a plan necessary to continue to provide opportunities for concurrent students to attend Employment Preparation Centers as well as to provide an equitable procedure for the adult student who may need verification for elective credit for the high school diploma.

For assistance, please telephone Tom Trotter, Supervisor, Adult Counseling and Guidance, at (213)625-6662.

APPROVED: **JAMES A. FIGUEROA, Assistant Superintendent**
 Division of Adult and Occupational Education

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