

# FLORIDA DEPARTMENT OF EDUCATION



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## MEMORANDUM

**DATE:** June 16, 2006

**TO:** District School Superintendents

**FROM:** Cheri Pierson Yecke, Ph.D.  
Chancellor  
K12 Public Schools

Virginia K. Gentles  
Executive Director  
Office of Independent Education and Parental Choice

**Subject:** Transfer of Credit Guidelines

In support of the State Board of Education's imperative to increase the quantity and improve the quality of educational options for Florida's families, the Department is pleased to provide a technical assistance paper (TAP) on the State Uniform Transfer of High School Credits Rule. The TAP provides guidance on the procedures relating to the acceptance of transfer work and credit for students entering Florida's public high schools.

The State Board of Education Rule establishes the transfer of credit policy for all public high schools and schools districts and fulfills the Board's responsibilities to prescribe "procedures relating to the acceptance of transfer work and credit for students" as required by s. 1003.25(3), Florida Statutes. We are seeking to amend the rule to further clarify the Board's intent. You will be notified when this process begins.

CHERI PIERSON YECKE, PH.D.  
Chancellor, K-12 Public Schools

District School Superintendents  
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We hope this technical assistance paper will help clarify the transfer of credit procedures and requirements. Should you have any questions or need additional information, please contact Mary Lou Carothers at [MaryLou.Carothers@fldoe.org](mailto:MaryLou.Carothers@fldoe.org) or (850) 245-0502.

CY/VG/jh

cc: Assistant Superintendents  
Principals  
District Guidance Counselors  
District Home Education Contacts