

INSTRUCTION**Graduation Credit for Student, Office, or Library Assistant**

High school elective credit toward graduation will be granted for work as student assistant to librarians, teachers and administrators under the following guidelines:

1. One-half (0.5) credit will be given for each semester completed with a satisfactory grade.
2. Grades given will be satisfactory (S) and unsatisfactory (U). Student assistant grades will not count toward grade point averages.
3. No more than one (1) student assistant credit may be applied toward graduation.
4. Student assistants may not be used in any capacity that violates the educational privacy rights of other students (i.e., no access to student grades, personal records, etc.).
5. No one may be a teacher assistant for credit and at the same time be enrolled in the class.
6. Student assistants shall not be given access to tests and other similar information.

Adopted: September 8, 1993