

**Technical Amendment**  
**March 4, 2025**  
**EDUCATION AND LABOR CABINET**  
**Board of Education**  
**Department of Education**  
**(Technical Amendment)**

**704 KAR 3:307. Recognition of credits when transferring without transcript.**

RELATES TO: KRS 156.031, 156.160, 158.140

STATUTORY AUTHORITY: KRS 156.070, 156.160

NECESSITY, FUNCTION, AND CONFORMITY: KRS 156.031 requires that administrative regulations relating to statutes amended by the 1990 Kentucky Education Reform Act be reviewed, amended if necessary and resubmitted to the Legislative Research Commission prior to December 30, 1990; KRS 156.160 requires the Kentucky Board of Education to adopt administrative regulations setting forth the courses of study for the different grades and the minimum requirements for high school graduation; and KRS 158.140 mandates the assignment of a pupil to the class or grade to which the pupil is best suited. This administrative regulation prescribes procedures for recognition of credits for graduation from a public secondary school upon transfer from a nonaccredited secondary school and for the awarding of credit upon transfer to a public secondary school without a proper transcript being reasonably available.

Section 1. For the purposes of this administrative regulation, a "nonaccredited secondary school" is a school enrolling students for secondary school instruction when that school is not recognized as accredited, or voluntarily complying with accreditation standards, by one (1) of the fifty (50) state departments of education or one (1) of the seven (7) independent regional accrediting associations. A "nonaccredited secondary school" in Kentucky shall be any private school not certified pursuant to KRS 156.160(3).

Section 2.

(1) The local school district shall be responsible for the appropriate assignment of a student transferring from a nonaccredited secondary school to the class or grade best suited for the student. Previous credit earned by a student in a nonaccredited secondary school shall be awarded by the local school district by one (1) of the two (2) following methods:

(a) Pass an examination of similar nature and content to the examination used for other students receiving credit for a particular course within the school district and graded on a comparable basis; or

(b) Successful performance of the student in a higher level of the course when the courses are sequential in nature such as English, mathematics, history, and science. Successful performance shall consist of achieving at least a C grade in the course by the 12th week of school.

(2) The courses successfully completed by examination or performance shall be counted toward minimum high school graduation requirements in the local school district.

Section 3. A student desiring recognition of previous credits toward graduation upon entering a public secondary school without a properly certified transcript, and for whom a properly certified transcript cannot reasonably be obtained, shall be placed and awarded credit as outlined in Section 2 of this administrative regulation.

(7 Ky.R. 698; eff. 4-1-1981; 17 Ky.R. 2050; eff. 2-7-1991; Crt eff. 11-16-2018; TAm eff. 3-4-2025; Crt eff. 3-27-2025.)

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