

ISSD got accredited by Poway Unified School District

Dear Fariba Babakhani-Ghazi,

Congratulations on receiving WASC accreditation! I am emailing the ***Language School Process (below)*** for Poway Unified School District students to take outside courses per PUSD Policy at Iranian School of San Diego.

Thank you and again, congratulations!
Elaine

Elaine M. Cofrancesco, Ph.D.
Executive Director, Student Support Services
Poway Unified School District

Language School Process:

- 1) The student receives approval from their comprehensive high school to take a class from Iranian School of San Diego
- 2) The student may pick up a *Verification/Application of Foreign Language Instruction* form from their counselor or high school Registrar. The form must be turned in **prior to the first day of class** at Iranian School of San Diego
- 3) The student fills out the top part of the form and the school counselor signs the *Acknowledgment of Intention to Apply for Credit* section. This must be completed and on file with the Registrar at the student's high school **prior to the first day of class** at Iranian School of San Diego
- 4) When the student enrolls in the Iranian School of San Diego, he/she should have the completed and signed form for your use.
- 5) After the student completes the course from Iranian School of San Diego, the instructor/principal from your school should complete the remaining sections (Part II and Part III) authorizing credit including dates of attendance.
- 6) The completed form, along with an official transcript (if you have one), should be sent to the high school registrar. Please note that once grades have been issued and are placed on the official high school transcript, they may not be removed.

Please know that some forms may vary from site-to-site but will include similar information.

Note: To receive a full year of high school credit a student must attend 180 hours of language instruction.