

# Texas CBE™ — Counselor Meeting Script

15 questions to ask before scheduling a Credit by Examination. Bring this to the meeting.

STUDENT NAME \_\_\_\_\_ MEETING DATE \_\_\_\_\_

SUBJECT (Algebra 1, Geometry, etc.) \_\_\_\_\_

COUNSELOR NAME \_\_\_\_\_

## A · LOGISTICS (Q 1-4)

**Q1.** When is your district's CBE testing calendar? What are the specific dates and deadlines?

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**Q2.** Which exam provider does the district use for this subject (UTHS, TTU K-12, or other)?

\_\_\_\_\_

**Q3.** What is the registration process, and what is the deadline to register for the next window?

\_\_\_\_\_

**Q4.** Is there a fee? Does the district cover it, or is it paid by the family?

\_\_\_\_\_

## B · PASSING & SCORING (Q 5-7)

**Q5.** Which route is this exam under — §28.023 acceleration (pass at 80%) or §74.24 credit recovery (70%)?

\_\_\_\_\_

**Q6.** How and when is the score reported? Do we receive category-level breakdown, or only a total?

\_\_\_\_\_

**Q7.** If my student scores below threshold, what are the retake rules? How many attempts? Cooldown period?

\_\_\_\_\_

## C · TRANSCRIPT (Q 8-11)

**Q8.** If my student passes, how does the credit appear on the high school transcript?

\_\_\_\_\_

**Q9.** Is the actual score recorded, or is it recorded as "credit granted" with no grade?

\_\_\_\_\_

**Q10.** Does the CBE credit affect my student's cumulative GPA? If so, how is it weighted?

\_\_\_\_\_

**Q11.** Does the CBE credit affect class rank calculation?

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## D · PLACEMENT & FOLLOW-THROUGH (Q 12-14)

Q12.If my student passes, which next course will they be placed in for the following school year?

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Q13.Can we get the placement decision confirmed in writing before the exam, contingent on passing?

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Q14.(Middle-school → HS) Will passing let my student take the next course at a high school class the following year?

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## E · ACCOMMODATIONS (Q 15)

Q15.What accommodations are available if my student has a 504 plan or IEP? Extended time? Separate room?

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## FOLLOW-UP ACTION ITEMS (fill in after the meeting)

- Register for the next testing window by (date): \_\_\_\_\_
- Request written confirmation of placement decision by (date): \_\_\_\_\_
- Confirm 504/IEP accommodations application by (date): \_\_\_\_\_
- Follow-up meeting scheduled for (date): \_\_\_\_\_
- Begin 3-week final prep on (date): \_\_\_\_\_

## NOTES & OBSERVATIONS

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