Mira Costa High School
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Mira Costa High School Off-Campus Course Guidelines

The following guidelines are intended to help students and parents when considering taking a course outside of Mira Costa High School. Off-Campus courses may be taken for either **initial credit** or **remediation credit**, and each option follows slightly different guidelines.

Initial credit: a course taken for the first time

Remediation credit: a course that is taken again to remediate an earned D or F grade

Students who choose to take an off-campus course for credit on their Mira Costa High School transcript must follow the guidelines below:

- Beginning with the Class of 2030 (effective the 2026–27 school year), students may earn and place a maximum of 40 summer-term credits on the Mira Costa High School transcript.
    - This credit cap does not apply to classes graduating before the Class of 2030.

- All English and Ethnic Studies courses must be taken during the school year at MCHS for initial credit.

- Off-campus courses for initial credit may only be taken during the summer. This restriction does not apply to health, which may be taken at any time. All summer coursework must be completed during MBUSD summer vacation, typically June 15–August 20. Students must submit official summer transcripts (that clearly indicate the summer term and academic school year) to the MCHS Registrar as soon as coursework is completed and no later than the first day of school.

- AP and/or Honors courses cannot be taken for initial credit outside of MCHS. AP and/or Honors courses can only be taken outside of MCHS for remediation.

- Courses taken in 7th or 8th grade will not be placed on the high school transcript.

- Only courses listed in the Mira Costa High School Course Description Handbook are eligible to be taken off campus for placement on the Mira Costa High School transcript. Eligible courses must be offered by a WASC-accredited high school at the College Preparatory level or taken at a community college.
    - If considering off-campus coursework at a community college, please see the additional guidelines HERE and the approved Community College Course List HERE.

- Off-campus courses not listed in the Course Description Handbook will not be placed on the Mira Costa High School transcript. However, students may submit an official transcript from the outside institution along with the Mira Costa transcript during the college application process. Colleges will require official transcripts from all outside institutions, even if the course appears on the Mira Costa transcript. Students are responsible for confirming acceptance of outside coursework with UC/CSU, private, out-of-state, and NCAA institutions prior to enrollment.

- Appeals regarding the denial of credit placement on the Mira Costa High School transcript may be submitted to the Mira Costa High School principal.

Per School Policy, Counselors and Administrators do not sign forms from other schools.