



Guidance for Competency-Based Transcripts in Alternative Education

1. In what ways can the transcript reflect that a student was in a competency-based or alternative education program under §115.28 (7) (e)?
 - a. It is helpful to have a dedicated comment or description section that explains that a student was in a competency-based or an alternative education program. For example, “requirements met by competency,” or “GED Option #2,” or “Board-approved program under 118.33.”
2. How should transcripts reflect student achievement?
 - a. Core competencies are transcribed with an explicit metric.
 - b. GED test scores should be annotated and include score, score level (such as pass, pass plus college-ready, college-ready plus credit), and date. Other standardized tests should be annotated with score, explicit metric, and date. Capstone projects and portfolios should note the competency subject, assessment, score, metric, and date.
 - i. Math: GED | 166 | Pass + College Ready | 05/15/2023
 - ii. Science: Capstone Project | 3.5 | Exceeds Expectations | 06/02/2023
 - iii. Health: Wisconsin Health Exam | 70 | Pass | 04/12/2023
 - c. Avoid using pass/fail; some employers and graduate programs may hesitate to consider candidates with multiple pass/fail courses without additional context.
3. What are the recommendations for transcribing alternative education course names?
 - a. Use course titles that align with DPI descriptions of common core courses. Use course titles that use the subject name, for example, Math Proficiency, English Competency, etc.
 - b. Portfolio or capstone-based systems should annotate how core requirements were met and include an explicit metric.
 - c. Do not use ambiguous course names such as: Alternative Education, GEDO #2, or Competency Course.
4. How can student information systems be used to support alternative education or competency-based reporting?
 - a. Recording competency assessments in a standardized assessment section on the transcript improves clarity and transparency of the student’s education journey and competency level.
 - b. Listing core competencies by subject rather than year and term also improves clarity and transparency.