



# High School Course Proposal for Course Equivalency

2026-27 School Year

The High School Course Proposal for Course Equivalency Form for the 2026-27 school year and information and materials in Parts I-IV, including approval from curriculum directors and principals, must be submitted to [CCR@everettsd.org](mailto:CCR@everettsd.org) by **October 1, 2025**. It is highly recommended that planning for a new course equivalency starts well in advance of the deadline to ensure there is time to collaborate to create the course equivalency proposal. For more information on the OSPI process and frameworks for course equivalencies, click [HERE](#). *Prior approval from the CTE Department is required before submitting this form.*

Additional course proposal forms available in [DocuShare](#):

- Middle School Course Proposal Form for New Courses
- High School and Middle School Course Revision Form
- High School and Middle School Course Removal Form
- High School Course Proposal Form for New Courses
- High School and Middle School Course Proposal Form for New CTE Courses

## Part I – Proposed Course Details

<b>1. Date of Course Proposal</b>						
<b>2. Proposed Title of Course</b>						
<b>3. School</b>	<input type="checkbox"/> CHS	<input type="checkbox"/> EHS	<input type="checkbox"/> JHS	<input type="checkbox"/> SHS	<input type="checkbox"/> HS Online Options	
	<input type="checkbox"/> EIS	<input type="checkbox"/> EVG	<input type="checkbox"/> GWY	<input type="checkbox"/> HWD	<input type="checkbox"/> NOR	<input type="checkbox"/> Port Gardner
<b>4. Subject Area 1</b>	<input type="checkbox"/> CTE	<input type="checkbox"/> Other				
<b>5. Subject Area 2</b>	<input type="checkbox"/> Elective	<input type="checkbox"/> English	<input type="checkbox"/> Health		<input type="checkbox"/> Math	
	<input type="checkbox"/> PE	<input type="checkbox"/> Science	<input type="checkbox"/> Social Studies		<input type="checkbox"/> V & P Arts	
	<input type="checkbox"/> World Language					
<b>6. Grade Levels</b>	<input type="checkbox"/> Grade 9	<input type="checkbox"/> Grade 10	<input type="checkbox"/> Grade 11		<input type="checkbox"/> Grade 12	
	Middle school courses for high school credit		<input type="checkbox"/> Grade 7		<input type="checkbox"/> Grade 8	
<b>7. Course Length</b>	<input type="checkbox"/> Semester (0.50 credit)	<input type="checkbox"/> Yearlong (1.0 credit)	<input type="checkbox"/> May be repeated for credit			
<b>8. Program</b>	<input type="checkbox"/> General	<input type="checkbox"/> Multilingual Learner	<input type="checkbox"/> Special Education			
<b>9. CTE Course Equivalency Identifier</b>	<input type="checkbox"/> Local		<input type="checkbox"/> Statewide			
<b>10. CIP Code</b>						

**11. CTSO Alignment**

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**12. IRC(s)**

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**13. Dual Enrollment Option**

☐ AP

☐ [CiHS](#)

☐ CTE Dual Credit

**14. Career Cluster**

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**15. Cluster Pathway**

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**16. Course Designations**

☐ [CADR](#)

☐ Science Lab

☐ Senior Quantitative

**17. Prerequisite(s)**

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**18. Fees**

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**19. Course Description (up to 100 words)**

## **Part II – Required Attachments**

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- ☐ Copy of email confirmation from CTE Department with course development approval
- ☐ Syllabus includes learning objectives, outline of unit topics and standards, assessments, and grading information
- ☐ Sample assessment
- ☐ Description of materials and resources to be used
- ☐ Approved instructional materials (must include one of the following)
  - ☐ Core Instructional Materials Adoption with Date of Board Approval
  - ☐ [2311P Appendix I-Supplemental](#)
  - ☐ [Temporary 2125P Appendix A](#)
- ☐ Course Equivalency materials (must include one of the following):
  - ☐ Local Equivalency: Comparison of course outcomes to show course equivalency
  - ☐ Approved Statewide Equivalency Framework
  - ☐ State Equivalency Submitted: [OSPI Statewide Equivalency Framework Application Form](#) created in partnership with the CTE Department

### **Part III – Contact Information**

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Name of staff member submitting course proposal \_\_\_\_\_

Additional staff members assisting in course proposal

Name \_\_\_\_\_

School \_\_\_\_\_

Name \_\_\_\_\_

School \_\_\_\_\_

Name \_\_\_\_\_

School \_\_\_\_\_

Name \_\_\_\_\_

School \_\_\_\_\_

### **Part IV – Approvals**

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Director, STEM Partnerships & Choice Program Signature

*for proposed CTE and Health equivalencies*

Date

Director, 6-12 Instruction Signature

*for proposed ELA, Math, Social Studies, V&P Arts or World Language equivalencies*

Date

Director, K-12 Science Instruction Signature

*for proposed Science equivalencies*

Date

**Principal signature is required for each location course will be offered.**

Cascade High School Principal

Date

Everett High School Principal

Date

HM Jackson High School Principal

Date

Sequoia High School/HS Online Options/Port Gardner Principal

Date

Eisenhower Middle School Principal

Date

Evergreen Middle School Principal

Date

Gateway Middle School Principal

Date

Heatherwood Middle School Principal

Date

North Middle School Principal

Date

### **Department Use Only– Course Equivalency Committee Review**

This course equivalency proposal was reviewed by the Course Equivalency Committee on \_\_\_\_\_ and in accordance with [District Policy 2409](#), the following decision was made:

☐ **Recommended for approval**

☐ **Recommended for approval with considerations**

☐ **Not recommended for approval**

Recommendations

## Department Use Only– Proposed Course Approval

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Executive Director, CCR & ELO Signature

Date

Chief Academic Officer Signature

Date

☐ **Approved**

☐ **Approved with recommendations**

☐ **Denied**

Recommendations

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## Department Use Only

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**Credit Rule:** O-Full credit goes to all subject areas

**State Course Code:** \_\_\_\_\_

### Graduation Subject Areas

<input type="checkbox"/>	A1-English 1	<input type="checkbox"/>	B2-US History	<input type="checkbox"/>	C2-Algebra (1st Yr Math)	<input type="checkbox"/>	D3-Second Yr Science	<input type="checkbox"/>	E1-Physical Ed
<input type="checkbox"/>	A2-English 2	<input type="checkbox"/>	B3- Government	<input type="checkbox"/>	C3- Geometry (2 <sup>nd</sup> Yr Math)	<input type="checkbox"/>	D1-Third Yr Science (or Elective)	<input type="checkbox"/>	J1-World Language
<input type="checkbox"/>	A3-English 3	<input type="checkbox"/>	B4-WA State History	<input type="checkbox"/>	C4-Algebra 2 (3 <sup>rd</sup> Yr Math)	<input type="checkbox"/>	G3-CTE	<input type="checkbox"/>	Z1-CCRS
<input type="checkbox"/>	A4-English 4	<input type="checkbox"/>	B5-Social St Elective	<input type="checkbox"/>	C1-Math Elective	<input type="checkbox"/>	H1-Fine Arts	<input type="checkbox"/>	Z3-Activities & Clubs
<input type="checkbox"/>	B1-World History	<input type="checkbox"/>	C2-Algebra (1st Yr Math)	<input type="checkbox"/>	D2-First Yr Science	<input type="checkbox"/>	F1-Health	<input type="checkbox"/>	X1-Elective

**Federal Course Information**

<b>Federal Course Type</b>	<input type="checkbox"/> Adv. Math <input type="checkbox"/> Algebra I <input type="checkbox"/> Algebra II <input type="checkbox"/> Biology <input type="checkbox"/> Calculus <input type="checkbox"/> Chemistry <input type="checkbox"/> Computer Science <input type="checkbox"/> Data Science	<input type="checkbox"/> English/Reading/Language Arts <input type="checkbox"/> Geometry <input type="checkbox"/> Other Academic Subject <input type="checkbox"/> Other Math <input type="checkbox"/> Other Science <input type="checkbox"/> Phys Ed <input type="checkbox"/> Physics
<b>Federal AP Course Type</b>	<input type="checkbox"/> Computer Science <input type="checkbox"/> Other	<input type="checkbox"/> Science <input type="checkbox"/> Math
<b>Federal AP Subject</b>	<input type="checkbox"/> Computer Science <input type="checkbox"/> Math <input type="checkbox"/> Other	<input type="checkbox"/> Science <input type="checkbox"/> N/A
<b>Dual Enrollment Course</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Distance Education Course</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Taught by Certified Teacher</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	