

Intradistrict Communication

DATE: June 25, 2025

TO: Principals
Assistant Principals
Registrars
School Counselors

FROM: Michael Anderson, Associate Superintendent
Travis Hamblin, Director of Student Services
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SUBJECT: H.B. 191 High School Credit Amendments

Overview:

Utah's new legislation, HB191, introduces additional requirements for tracking and reporting high school packet credits. This memo outlines the new processes and responsibilities—especially for registrars—to ensure compliance and accurate data collection.

Key Points of HB191:

- Definition of a “Packet”:
 - A packet is a collection of instructional materials and assessments that students complete independently, with little or no direct instruction. Credit is typically earned based on completion of assignments within the packet.
- Types of Packet Credit:
 - Credit Recovery: Pass/Fail for courses not initially passed or completed; does not impact GPA; used to meet graduation requirements.
- New Core Codes:
 - New curriculum codes will be created and found in the Course Catalog.

Action Items:

- Registrars:
 - With the exception of Home & Hospital, Jordan School District does not use packets for original credit.
 - Begin using the new core codes established by Information Systems for all packet credits issued.
 - The new core codes will be found in the Jordan School District Course Catalog.
 - Credit recovery completed via outside vendors (e.g., Northridge, BYU Independent Study, etc.) need to be entered using the 999 entity and the new curriculum codes, not using the transfer curriculum codes.
 - If completing a credit recovery packet through your LEA, credit must be entered with your school entity and the new curriculum course codes.

If you have questions about the implementation or need clarification, please reach out to Stacey Worthen, Counselor Consultant, at (801)567-8309. Thank you for your attention and cooperation as we implement these legislative changes.