



**COMMONWEALTH of VIRGINIA**  
**Department of Education**

**DATE:** November 30, 2018  
**TO:** Division Superintendents  
**FROM:** James F. Lane, Ed.D., Superintendent of Public Instruction  
**SUBJECT:** **Virginia's Special Permission Credit Accommodation for Locally Awarded Verified Credit**

As communicated to school divisions in Superintendent's Memorandum #223-18, dated August 17, 2018, the Virginia Substitute Evaluation Program (VSEP) is no longer available to students beginning with the 2018-2019 school year. To provide students who previously participated in VSEP with additional opportunities to earn verified credits, the Virginia Board of Education adopted revisions to the *Guidelines for Standard Diploma Credit Accommodations for Students with Disabilities* at its meeting on September 20, 2018. The *Special Permission Credit Accommodations* were added to provide those students with disabilities who previously might have used the VSEP with a pathway to earn the necessary locally awarded verified credits to obtain a standard diploma.

School divisions must follow the Virginia Department of Education's (VDOE) procedures for submitting requests for review by VDOE staff. Documentation is required to address the participation criteria. The form with instructions for submission is available from the VDOE Web site at: [VDOE Instruction Graduation Credit Accommodations](#).

Questions regarding the use of the Special Permission Credit Accommodation for Locally Awarded Verified Credit can be emailed to [spedinstruction@doe.virginia.gov](mailto:spedinstruction@doe.virginia.gov) or by phone at 804-225-2932.

JFL/PCA/tc