COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
February 14, 2008

SUBJECT: Private Licensed Schools Memorandum #67

TO: Chief Executive Officers/Directors
Licensed/Registered Private Schools
Applicants for Licensure and Registration

FROM: Patricia Landis, Chief
Division of Private Licensed Schools

TRIMESTER CREDITS

The Board's regulations in 22 Pa. Code §73.1 define semester credits and quarter credits. However, there is no definition that supports the use of trimester credits. Trimester credits are not a standard or accepted measure of credits that could be used for transfer or comparison of programs. The Board regulations permit the use of clock hours, semester credits, quarter credits, or lessons for recording and reporting student progress. Trimester credits are not supported and should not be used.

There has been some confusion because the most recent versions of the PDE-3003 form has included a block for trimester credits. This form has been corrected to eliminate this reference.

Many schools follow a trimester calendar system and Private Licensed Schools in Pennsylvania may continue to follow a trimester calendar system. However, credits earned on a trimester calendar are reported as semester credits.