



The Credit Recovery Program at Ohio Means Jobs / Knox Center

*17604 Coshocton Road
Mount Vernon, OH 43050*

What is Credit Recovery?

Credit Recovery is the same as high school make up. It allows an individual who failed a course in high school to make up the class.

How does Credit Recovery work?

If an individual failed a full credit class, they must complete a minimum of sixty (60) hours of instruction to make up the class. A minimum of thirty (30) hours is required for a half-credit course. The courses at OMJ/Knox Center are primarily computer-driven. The Center utilizes Apex Learning Systems. Basic computer knowledge is required. There is a teacher in the room to assist and tutor the student as they work on their assignments. In order for a student to enroll in the Credit Recovery program, they must have written permission from their school. Additionally, OMJ/Knox Center must have a copy of the student's transcripts on file to verify that the student has previously taken the class.

What classes may be taken?

The student's school determines what class or classes the student may take. Only courses taken previously and failed by the student may be taken. Apex Learning has a large catalog of programs. Most regular high school classes are available through Apex. OMJ/Knox Center does not offer foreign language make up classes.

How is high school credit awarded for the course?

When a student successfully completes a course, both in terms of completing assignments and in meeting the minimum number of hours, the teacher and coordinator complete a Certificate of Completion. A letter grade is assigned based on the grading scale of the school. The certificate is forwarded to the guidance office of the student's school. The school will then enter the course on the student's transcripts.

How much does it cost to take a Credit Recovery class?

The amount, if any, which will be charged is based on family income and other factors. This will be determined during the application and intake process.

How does somebody enroll in a Credit Recovery class?

The first step is to contact Lori Rudrick, the Youth Case Manager. Contact information is below.

How do I contact OMJ/Knox Center for more information?

To obtain additional information on Ohio Means Jobs / Knox Center programs for youth, contact either of these individuals:

Lori Rudrick, Youth Case Manager

740-399-3638