

Independent Study

for Parents/Guardians

Students and parents/guardians at the elementary level should recognize that independent study at the elementary level must emphasize a commitment on the part of the student's parents and/or guardians. At the secondary level, the student must make the major commitment and must be assisted or supported, as necessary, by parents/guardians and or others who may help directly with instruction.

All independent study contracts must be a minimum of (5) consecutive school days. Please note that we are not able to provide independent study contracts which cover an absence over (14) days.

To request an Independent Study, please submit a filled-out [request form](#) to your student's school office.

- 5-10 day independent study: Must request at least three to five days in advance of student's absence
- 11+ day independent study: Must request and contact principal five to ten days in advance of student's absence

You and your student will sign and date the Independent Study Master Agreement prior to the start of the independent study.

The independent study is due the day the student is scheduled to return to school - even if your student is absent from school that day. *If the student cannot submit the work the day it is due, a parent/guardian should bring the independent study packet to the attendance office.*

Some Notes...

Even if your student does not complete the independent study in its entirety, please submit what he/she did complete for partial credit.

Failure to complete assignments by the due date may impact the student's grades, overall GPA, and future independent study requests.

While we understand there are instances when students need to be absent from school, we want to reiterate that classroom and teacher time is invaluable for all students' learning. We ask that families refrain from planning absences over 14 days during the year and limit independent study requests to one per school year. However, if your family's circumstances necessitate more than one independent study contract within the same school year you are welcome to request more than one, provided the total days do not exceed 14 for the year. Please note that we are not able to provide independent study contracts which cover an absence over 14 days. Please make every effort to inform your child's school of your return date and of any changes in your plan. Students out for an indefinite amount of time without contact with the school may risk being unenrolled from the school. Your student would need to re-enroll upon returning and may not be guaranteed their spot at your school. The district will make every effort to place your child in the same school and class should space be available at that time. If the school has reached capacity in your child's grade level, your child will be diverted to the closest school with space available. At that time, your child's name will be placed on a waiting list to return to your home school when a space becomes available.

X _____
Parent/Guardian signature

Date