

## **Independent Study**

### **1. Rationale**

The diverse interests and abilities of students require that learning experiences be personalized. This may mean providing enrichment experiences beyond the scope of regular classroom experiences. It is assumed that a student who chooses the alternative of independent study has sufficient maturity and motivation to individually pursue and complete self-initiated study with a minimum of supervision.

### **2. Definition**

Independent study is a preplanned personal learning experience designed and outlined for a regularly enrolled student. The study is approved by the principal or his designee as appropriate for the student and valid in its goals, activities and provisions for evaluation. The minimum duration of an independent study experience is one semester. Independent study courses shall have an approved Planned Course Statement (PCS) with appropriate Common Curriculum Goals (CCGs) and Essential Learning Skills (ELSSs).

### **3. Implementation Procedures**

The building principal or his designee shall administer independent study. The principal may appoint a screening committee to assist with:

- a. Development and publication of written procedures and timelines for implementing prespecified and recorded measurable objectives, for supervising staff, for maintaining written agreements and for evaluating students;
- b. Review of requests by students for independent study where guidelines are not sufficient;
- c. Review of student grievances.

For credit to be awarded for any independent study program, the student's supervisor shall judge the student's performance acceptable for credit. The student must also meet the time requirements as established in these guidelines.

Independent study may be conducted on or off the school campus.

#### 4. **Application for Independent Study**

In cooperation with an identified certificated staff member who will be responsible for the coordination and planning of the student's course work, the interested student will develop and negotiate a tentative proposal for an independent study. In developing the proposal, the student will include:

- a. Types of activities in which he/she will engage;
- b. Measurable objectives to be achieved;
- c. Amount of credit to be granted;
- d. Time line for the activities;
- e. Defined evaluation process to be used;
- f. Other factors that the school may deem necessary.

The proposal will be reviewed by a person in the subject area department most directly related to the proposed offering. Recommendations of the reviewer will be approved by the principal or designee.

The proposal will be approved when written agreement between the student, parent or guardian, principal or designee, and receiving institution, employer or agency is on file at the school.