

Regulations #5460 High School Graduation (Option 2)

Option Two Programs and Guidelines

(N.J.A.C. 6A:8-5.1(a)1ii)

Option Two extends flexibility at the local level by allowing schools to choose from an array of models for developing activities or programs linked to the Core Curriculum Content Standards, such as: interdisciplinary and theme-based programs; independent study; co-curricular and extracurricular activities; magnet programs; student exchange programs; distance learning opportunities; internships; community service; or other structured learning experiences.

General Procedures

Applications for option two programs are located in the guidance office. Applications must be submitted four weeks before each semester. Therefore, students must complete and submit an application by August 1st for the fall semester and by January 1st for the spring semester. In order to be awarded credit, prior administrative approval by the department supervisor, director of guidance, and principal must be obtained before enrolling in any option two program

Teachers and instructors must be certified and properly licensed by the appropriate state agencies. Teachers and instructors must present certification upon request and be approved by the Board of Education.

Any costs incurred as a result of an option two program will be the responsibility of the parent/guardian. The Board of Education will not assume any responsibility for any fees associated with this program.

The teacher or instructor will record student achievement and attendance for the duration of the course. Progress will be reported every five weeks in the form of progress reports and report cards to parents as in any other course. This documentation, as well as a statement of assurances, will be submitted to the Director of Guidance before credit is awarded.

Mahwah High School

REQUEST OPTION TWO PROGRAM

Request for an Option Two program must be obtained by August 1 (fall semester) and by January 1 (spring semester).
 Date of Application: _____

Name: _____ Grade _____ Counselor _____
 (Please Print) Last Name First Name

OPTION TWO PROGRAMS

- Prior administrative approval by the department supervisor, director of guidance, and principal must be obtained before enrolling in any option two program to insure that the program requested covers the same objectives and NJCCCS as those of the respective Mahwah High School course.
- Any costs incurred as a result of an option two program will be the responsibility of the parent/ guardian. The Board of Education will not assume any responsibility for any fees associated with this program.

Option Two Program	Grade, Credit, Rank	Description
Other elective areas	Pass/ Fail grade awarded; unless a transcript is provided by the sponsoring institution. Credits count toward graduation requirements. Not included in GPA & class rank.	Applicants must demonstrate <u>with documentation</u> that the program meets or exceeds each of the NJ Student Learning Standards for that area. Option Two programs are usually for elective credit experiences and not to be used to replace NJ Department of Education required core courses for graduation. Applications must be submitted four weeks before each semester. Therefore, students must complete and submit an application by August 1st for the fall semester and by January 1st for the spring semester. In order to be awarded credit, prior administrative. Instructors must be certified and properly licensed by the appropriate state agencies. Teachers and instructors must present certification upon request and be approved by the Board of Education. Students submit proof of attendance.

Required information:

- Copy of course description, Course hours (seat time), Number of credits awarded,

Courses: _____

Criteria for course credit:

The student must attend and successfully complete the appropriate program requirements in order to receive credit. Credit will be awarded upon verification of attendance, a passing grade indicated by a transcript from the sponsoring education institution or agency.

Parents are responsible for the safety, insurance, and conduct of the student while traveling between school, the college/university, and home. Students are covered by the parents' insurance while at the college/university and in transit

Parent's signature _____

Date: _____

Student's signature _____

Date: _____

(reverse side)

Approval to enroll in an Option Two Program for credit

Department Supervisor's signature _____ Date _____

Director of Guidance's signature _____ Date _____

Principal 's signature _____ Date _____



To be completed if request is granted and option two is successfully completed.

Credit Granted _____ Yes ___ No

Course Placement:

Department Supervisor's signature _____ Date _____

Director of Guidance's signature _____ Date _____

Principal 's signature _____ Date _____

- C: Guidance File
- Parents/Guardians
- Counselor
- Department Supervisor
- Principal