

SCSD Independent Study Contract Request

Student Name: _____ Grade: _____ Date: _____

Parent Name: _____

Projected Dates of Absence: _____

Supervisor (s) of Independent Study: _____

(Teacher Signatures)

Reason for Absence: _____

***Date all work is due: _____ by 3:10 PM

Parent Signature: _____ Date: _____

- I have read and understand the SCSD Independent Study Contract requirements.

Principal Signature: _____ Date: _____

Approved: _____ Denied: _____

SCSD Independent Study Contract Requirements

It is imperative that your student attends school daily. Lost classroom time is difficult to replace. However, if you find that you need an extended absence during the school year, you will need to request an independent Study Contract. The contract prevents your child from falling behind and gives him or her attendance credit. If work is not received by the scheduled deadline, the contract will be considered incomplete and voided and the student will not receive attendance credit. Below are the guidelines and policy for requesting an Independent Study Contract.

1. Parents must submit a request for the Independent Study Contract (ISC) at least 10 school days prior to the requested absence **UNLESS THE ABSENCE IS A FAMILY OR MEDICAL EMERGENCY. IF A FAMILY OR MEDICAL EMERGENCY OCCURS, CONTACT THE BUILDING PRINCIPAL IMMEDIATELY. Independent Study requests will not be approved for absences during a student's PSSA testing.**
2. Students whose achievement level is below grade level standards may not be eligible. (There is evidence that the student will not work independently to complete the program.)
3. Students who have more than three unlawful absences during the academic year are not eligible to submit a request for an ISC.
4. Students who have had an independent Study Contract (ISC) in the past and did not successfully complete it, are not eligible for a new contract.
5. Contracts are issued for a minimum of four (4) school days and a maximum of six (6) school days. Days must be consecutive. Only one Independent Study Contract may be executed each academic year.
6. Contracts may not be faxed or emailed, unless worked out with the administration in advance.
7. A student with disabilities is not eligible for Independent Study unless his/her Individualized Education Program (IEP) specifically provides for such participation (Ed Code, 51745) OR the parent has completed the Independent Study for Students Eligible for Special Education form.
8. All work is due complete by the end of the second school day in attendance after the absence request period expires.
9. Elementary students will receive academic work in the four major subject areas: English Language Arts, Math, Science, and Social Studies.
10. High School students will receive academic work in each course they are currently taking.
11. Professional educators will provide required work to the student two school days prior to the start of the absence, unless declared an emergency absence by the principal. Then, the work will be provided within 24 hours from the start of the ISC.