Dear GMS Parents/Guardians,

If your student will be out of school for 1–15 student days, you may be able to use Short-Term Independent Study to make up the missed attendance. To participate, both the student and parent/guardian must complete the required forms.

Sign-Up

To request Short-Term Independent Study, please complete the **GMS Short-Term Independent Study Form** and the **TVUSD Droplet Form**. **Both forms must be completed** in order for your student's absences to be cleared through Short-Term Independent Study.

Attendance

Attendance credit for Short-Term Independent Study is based on completion of assigned work. Your student's daily assignments can be found in their Canvas account under each individual course. Please encourage your student to check Canvas regularly and complete assignments as they are assigned.

Instruction While Your Student Is Absent

Please be assured that your student will continue to have access to their instructional program while they are out of school. Daily class assignments and instructional materials are available through Canvas, just as they are when your student attends school in person.

Before leaving school, please make sure your student can successfully access their Canvas account and all of their courses. Completing assigned work while absent will count toward their participation and grades.

If your student has questions about an assignment or course, we recommend that they contact their teacher directly through email or the appropriate Canvas course.

Need Assistance?

If you need assistance accessing your student's Canvas account or courses, please contact Gina Held at gheld@tvusd.us. For additional questions regarding Short-Term Independent Study, please contact our Short-Term Independent Study Coordinator, Erin Nelson at enelson@tvusd.us.

Thank you for helping your student stay on track with their learning while they are away from school.

Sincerely,
GMS Attendance