

**Independent Study**

Originated: May 10, 1982

Revised: November 25, 1996

March 26, 2007

November 28, 2016

**Independent Study Directed by a Teacher:**

There will be instances in which an ISD #150 teacher is asked to supervise and teach an independent study class for one or more students. In this situation, the following applies:

1. All requests must be approved by the principal and teacher.
2. Courses must be at least one semester in length and not available through the traditional classroom experience.
3. Courses will be graded on a *Pass/Fail* basis and will not count in the grade point average or for honor roll purposes.
4. A student may only take one independent study course at any given time.
5. Teachers will be compensated per the *Master Agreement*.

**Independent Courses Utilizing Outside Agencies and Materials:**

At various times for a variety of circumstances, students may opt to take independent study courses through agencies outside of Hawley High School. Typically, these courses include a cost for lessons, books, lab materials, study guides, and more. Because of this, determination of eligibility, establishing study times and deadlines, and a cost-sharing fee structure are established to provide a consistent method of accessing independent study courses and the completion thereof.

**Determining Eligibility of Acceptable Courses:**

The high school principal, in consultation with the high school counselor, shall determine if a student needs and will benefit from an independent study course. The principal and superintendent will make the final determination if a course will be purchased.

**Payment of All Course Costs:**

The total sum for all independent study courses will be based on the following:

If the course is taken for remediation purposes (to supplant a failed class or in lieu of a course available at Hawley High School) or by choice, the student is responsible for 75% of the cost. This amount is due before ordering a course. Of this amount, 33% will be reimbursed if the course is completed within the time established by the independent study provider. Failure to complete the course within the time allotted shall result in forfeiture of all money.

If the course is taken because an irresolvable conflict occurs on a student's schedule and the course is required for graduation, the student is responsible for 50% of the cost due before ordering a course. Of this fee, the entire amount will be reimbursed if the course is completed within the time established by the independent study provider. Failure to complete the course within the time allotted shall result in forfeiture of all money.

**Required Lesson Sessions:**

For a student taking a course for remediation as described above, a required study time shall be established. If a period is available during the school day, the student may be required to spend time in the office working on the course.