

INSTRUCTION  
SHORT TERM INDEPENDENT STUDY

Short-term independent study is defined as 5-20 (five to twenty) days of pre-approved independent study. An independent study of more than 20 days (excluding Long-Term Independent Study) must be approved by the Board of Trustees at a regularly scheduled meeting. No independent study will be approved for fewer than five (5) days.

Parents must request approval of short term independent study at least five (5) school days in advance of the first day of the intended absence. The Superintendent or designee shall approve or deny all requests for short-term independent study.

A request for short-term independent study may be denied based on reasons including but not limited to excessive absenteeism and/or truancy.

Upon a student being approved for short-term independent study, the classroom teacher shall prepare materials sufficient to cover the period of the absence. The amount of assigned work shall be the equivalent of one (1) school day, (five (5) hours per day) for each day of the absence. The materials will be provided to the student on the last day of school before the Independent Study begins. The teacher shall provide all necessary books and materials. All work is to be completed by the student.

All work must be completed and turned in to the classroom teacher on the first day that the student returns from the short-term independent study.

The classroom teacher shall be responsible for grading all short-term independent study work. It is then to be given to the principal for approval.

If all work is completed, the student will be granted **independent study credit** ~~excused absences~~ for the days of the short-term independent study. **For partial completion of work, the classroom teacher will determine the amount of independent study credit to be given to the student.** ~~Work must be fully complete; no partial credit will be given. Incomplete work will result in unexcused absences.~~