

INDEPENDENT STUDY PROGRAM

Independent Study Program:

E 6186

- The Independent Study Program is designed to allow students, under the supervision of a Qualified Staff Member, to develop a course of study to meet the personalized learning needs of the student, which includes work or experiences beyond the traditional classroom walls. This learning requires the student to take on the primary responsibility of developing the course of study. Furthermore, it requires the student to read, research, develop and complete exams/assignments/activities, portfolios or similar assignments that are designed for the student to demonstrate mastery of core standards and competencies.
- The Independent Study Program is primarily designed for students to design and develop courses for credit that don't currently exist, or allow a student to mix various standards from different areas to create a new course of student. However, the guidelines do allow for students to develop a course intended to replace an existing KPBSD course in the district's Master Course List, if documented appropriately.
- Any student is eligible to earn .5 credits per semester, with a maximum of 4 credits towards district graduation requirements.
- Independent Study Courses are not guaranteed to meet NCAA requirements for eligible courses. It will be the student's/parent's responsibility to compile and submit required NCAA paperwork is so desired.
- Likewise, Independent Study Courses are not guaranteed to meet Alaska Performance Scholarship (APS) requirements for eligible courses. If requested, the Director of Secondary Education will consider APS Qualification upon approval review.

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Independent Study Program: Student Written Proposal

Student Name: Click or tap here to enter text. **Student ID:** Click or tap here to enter text.
School Year: Click or tap here to enter text. **School:** Click or tap here to enter text.

Name & Location of Qualified Staff Member responsible for the Independent Study Oversight: Click or tap here to enter text.

The following is to be completed by the student, under advisement of the Qualified Staff Member.

1. Description of the Proposed Independent Study Course
Click or tap here to enter text.
2. Curricular area proposed course will count for. (Please note that if the proposed Independent Study course is intended to replace an existing KPBSD course in the district's Master Course List, all the components listed below must also demonstrate the alignment and coverage of all curriculum requirements of that course)
Click or tap here to enter text.
3. Learning objectives, outcomes and performance standards that will be covered in the course
Click or tap here to enter text.
4. Course curriculum
 - a. Approach to be used (readings, exercises/activities, projects, experiences)
Click or tap here to enter text.
 - b. Materials to be used (textbooks, books, references, reading and other materials)
Click or tap here to enter text.
5. Assessment Materials
 - a. Tangible products such as projects, presentations, written reports, etc
 - b. Homework assignments
 - c. Exams
 - d. Grading policy and rubrics for all ongoing assessments, as well as, the final grade.
Click or tap here to enter text.
6. Plan for implementation
 - a. Guidelines, schedules, benchmarks, and/or milestones
 - b. Weekly task breakdowns throughout the semester (includes filling out the Independent Study Activity Log Form)
 - c. Weekly check-in meeting with Qualified Staff Member
Click or tap here to enter text.
7. Check here if student desires this course to be considered for an Alaska Performance Scholarship (APS) qualifying course.

Approval Process for Independent Study:

1. Student fills out Items 1-6 above, to the best of his/her ability. Signs this form, and also has parent sign.

Student Signature

Date

Parent Signature

Date

2. Student brings this form to the building administrator.
3. Building Administrator identifies a certified staff member who has an expertise in a field related to the proposed independent study and who is willing to volunteer as the teacher of record. If the building administrator can't find a Qualified Staff Member, the administrator's Director will be consulted.
4. Student works with Building Administrator and Qualified Staff Member to review items 1-6 above, and revise and develop as necessary.
5. Once the plan for items 1-6 above is fully developed, Building Administrator approves the Independent Study by signing below.

Building Administrator Signature

Date

6. Building Administrator forwards completed and signed packed to the Director of Secondary Education for approval

Director of Secondary Education signature

Date

Independent Study Activity Log Form

This log is intended to help the student keep focused, on track, and successful during their Independent Study experience. As such, the log must be filled out at least on a bi-weekly basis (every other week).

Student Name & School:

Qualified Staff Member Name:

Course:

Report Period: From: _____ **To:** _____

Independent Study Activities:

Click or tap here to enter text.

Communications with Instructor:

Click or tap here to enter text.