

The Ranches Academy
Short-term Independent Study Contract

Student's Name:	Teacher's Name	Grade:
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Agreement in Effect From:	To:
Student's Work Is Due - Date Student Returns:	

Terms and Conditions:

1. No student shall be required to enroll in independent study; participation is voluntary.
2. All Independent Study assignments shall be designed to assist students to meet or exceed school grade level content and performance standards.
3. Short-term Independent Study contracts shall be for a term of no less than three (3) school days and no longer than ten (10) school days, and must be requested at least five (5) school days in advance of the inception date.
4. When circumstances justify a longer period of time, the Director may extend the maximum length of the short-term independent study contract to a period not to exceed fifteen (15) school days, pursuant to a written request with justification. The extension must be requested in writing at the time of the independent study request and approved by the Director or designee. The Director will consider any school days beyond 15 days on a case-by-case basis.
5. The content of assignments shall be equivalent to that expected for a student enrolled in a regular school day and will be evaluated in the same manner they would be if the work was performed in the classroom.
6. Services and resources shall be equivalent to, but shall not exceed that which is available to other students enrolled in the school.
7. The timeframe of the contract must be met; late return to school will also result in "unexcused" absences.
8. Credit for attendance earned will be based upon the quantity of the work submitted to the supervising teacher. Credit must be a full minimum/regular day only; no partial days are permitted.
9. Academic grades earned will be based upon the quality of the work submitted.
10. It is the responsibility of parent/guardian to notify the school if an emergency occurs and the student is unable to return to school at the date and time set forth in the contract.
11. Parent/guardian is liable for the cost or replacement of damage/lost books or materials furnished by the school
12. Parent/guardian is responsible for supervising the student to ensure the completion and submission of all assigned work on the appropriate due date.
13. Parent/guardian has the right to appeal any decision concerning the evaluation and credit for Independent Study work. Final appeal is at the school site.

AGREEMENT: We have read this agreement, including the Assignment and Work Record forms and hereby agree to all the conditions. (See page two for student's work assignments)

Parent/Guardian Signature_____ Date _____

Director Signature_____ Date _____

Supervising Teacher Signature_____ Date _____

RANCHES ACADEMY
Short-term Independent Study Assignment Form

Student:

Teacher:

Subject Area	Activities/Materials/Resources Provided	Method of Evaluation	Evaluate Upon Return	
			Grade	% Complete

Signature indicates that the supervising teacher has personally evaluated the student's work, or reviewed the evaluations of other teachers.

of Days Submitted: _____ **# of Days Credited:** _____ **Supervising Teacher:** _____ **Date:** _____

Director Approval: _____