

INDEPENDENT STUDY CLASSES

All students registered for independent study classes (complete home study) will be required to follow one of the following methods for determining completion of course material.

1. A student who has a schedule conflict with another TOWLE class may opt to take a course independently. The student will receive the full syllabus for each course from the TOWLE teacher. The homework, exams and finals will be turned in to the teacher on the same due date as a student currently enrolled in the class. The teacher reserves the right to request that the student come in for oral presentations. It is the responsibility of the student to get the material to and from the teacher. Grades will be given quarterly by the teacher. If a quarterly grade drops below a "C", we will need to reassess this method of teaching. The student will need to attend classes or have tutoring.

2. Where the parent would like to design the course or use outside material for TOWLE credit, he/she will be responsible for supplying to TOWLE a book list, syllabus, and grades for their student. The parent is required to submit the syllabus and this form for evaluation and approval to the TOWLE Department Head by Week 3 of the school year in which the student is to receive credit. Once approval has been gained, a portfolio style of record keeping, which includes samples of work, tests and grade book is to be reviewed quarterly.

Student Name: _____ Grade: _____

Parents' Names: _____ Phone Number: _____

Subject: _____

Text title(s): _____

Author/Publisher: _____

Office Use:

- Syllabus _____
- Grading Structure _____
- All needed materials (workbooks, lab materials, tests, etc.) _____

Suggestions: _____

Department Head Signature: _____

Office Signature: _____

End of Course: Samples of work _____, Tests _____, Grading sheet _____, Credit earned _____

All completed paperwork due in office by Week 36.