

**INDEPENDENT STUDY CONTRACT**

Roberts Ferry Union Elementary School District  
101 Roberts Ferry Rd. Waterford, CA 95386  
(209) 874-2331 FAX (209) 874-4625

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Requested By: \_\_\_\_\_ [ ] I received a copy of Ed. Code #51747

Reason for Request: \_\_\_\_\_  
\_\_\_\_\_

Length of time requested to participate in Independent Study Program:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

We understand that this is a contract between child and school and that all work must be completed and returned to school. If work is not completed by the beginning of class one school day after the student returns to class or within thirteen days of the beginning of the assignment, whichever comes first, all days missed will be considered unexcused absences and will be subject to all Education Codes pertaining to unexcused absences. If a student fails to turn in on time more than two Independent Study assignments an evaluation will be made by the teacher and principal to determine whether it is in the best interest of the pupil to be on Independent Study. (A written report of this evaluation shall be maintained in the pupil's permanent record.)

We agree to have all work assignments completed and returned by the beginning of class one school day after the student returns to class or within 13 days of the beginning of the assignment, whichever comes first.

\_\_\_\_\_  
Parent/Guardian Signature                      Date                      Student Signature                      Date

.....  
**SCHOOL USE ONLY**

\_\_\_\_ Request Approved                      \_\_\_\_ Request Denied                      \_\_\_\_\_ Reason Denied

\_\_\_\_\_  
School Personnel Signature                      Date

.....  
**TEACHER EVALUATION**

Was the work completed and returned on time? Yes \_\_\_\_ No \_\_\_\_

Number of assignments missing. \_\_\_\_\_. Was a regular grade assigned? Yes \_\_\_\_ No \_\_\_\_

Please attach assignment to the original copy and send to the Attendance Office.

\_\_\_\_\_  
Teacher's Signature                      Date

\_\_\_\_\_  
Attendance Office Signature                      Date

## Education Code 51747

A school district or county office of education shall not be eligible to receive apportionments for independent study by pupils, regardless of age, unless it has adopted written policies, and has implemented those policies, pursuant to rules and regulations adopted by the Superintendent, that include, but are not limited to, all of the following:

(a) The maximum length of time, by grade level and type of program, that may elapse between the time an independent study assignment is made and the date by which the pupil must complete the assigned work.

(b) The number of missed assignments that will be allowed before an evaluation is conducted to determine whether it is in the best interests of the pupil to remain in independent study, or whether he or she should return to the regular school program. A written record of the findings of any evaluation made pursuant to this subdivision shall be treated as a mandatory interim pupil record. The record shall be maintained for a period of three years from the date of the evaluation and, if the pupil transfers to another California public school, the record shall be forwarded to that school.

(c) A requirement that a current written agreement for each independent study pupil shall be maintained on file, including, but not limited to, all of the following:

(1) The manner, time, frequency, and place for submitting a pupil's assignments and for reporting his or her progress.

(2) The objectives and methods of study for the pupil's work, and the methods utilized to evaluate that work.

(3) The specific resources, including materials and personnel, that will be made available to the pupil.

(4) A statement of the policies adopted pursuant to subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, and the number of missed assignments allowed before an evaluation of whether or not the pupil should be allowed to continue in independent study.

(5) The duration of the independent study agreement, including the beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.

(6) A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.

(7) The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.

(8) (A) Each written agreement shall be signed, before the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.

(B) A signed written agreement may be maintained on file electronically.