

Park High School
INDEPENDENT STUDY APPLICATION FORM
2016-2017

APPLICATION DEADLINES:
Fall = September 2nd
Spring = January 12th

The Independent Study (IS) program is designed to provide learning opportunities for students to pursue areas of interest not currently offered at PHS. Examples may include higher levels of a course for a student who has completed the available sequence of offerings, or a subject that is not currently offered. IS courses are offered as *elective credit* only with a Pass/Fail grade and are not intended to replace classes currently offered at PHS that do not fit into a student's schedule due to conflicts. Students are limited to one IS course per semester.

To enroll in an IS course, read this form *carefully* and complete all portions. After final approval by the Principal, your schedule will be changed to reflect your IS project.

Check off as you complete:

- 1. Develop an idea for your IS project.**
- 2. Ask a staff member to supervise your IS project, have him/her read the supervisor responsibilities below, and give approval. (Staff members are under no obligation to supervise an IS project.)**
SUPERVISOR RESPONSIBILITIES: The IS supervisor will evaluate the project proposal for educational content, relevance, and feasibility, making appropriate suggestions/modifications to the project. The IS supervisor will ensure that attendance is monitored on a daily basis, and will assist the student in developing the method of evaluation for the project. The IS supervisor will complete the necessary progress reports and end-of-term grades.
- 3. Work with your supervising staff member to develop the project proposal. Then, type and attach the formal project proposal that addresses each of the following:**
- A. Summary of the project.** - Be detailed!
 - B. Project goals.** - Specify the objectives that will be achieved by the end of your IS term.
 - C. Timeline.** - Break up your project and goals into smaller chunks. What will you have done by the end of each progress period/quarter?
 - D. Resources list.** - List the resources will be used to complete the objectives (i.e. textbooks, people, websites, etc.).
 - E. Method of Evaluation.** - Describe the methods to be used for evaluating the completion of the project goals (i.e. tests, finished projects, portfolios, following the timeline, self-evaluation and reflection, etc.).
- 4. Submit your project proposal to the Principal and make an appointment with him/her to discuss it. S/he may make suggestions or modify the proposal.**

Student's Name: _____ Grade: 11 / 12

Project Title: _____

Supervising Staff Member: _____ Class Period: _____ Daily Meeting Location: _____

Circle One: SEM 1 / SEM 2 / FY Credit/Sem: 0.5 Grading Scale: PASS/FAIL

I agree to fulfill my responsibilities as described above. I understand that failure to meet these responsibilities will result in my removal from the IS program.

Student's Signature _____ Date _____

As supervisor of this IS project, I agree to fulfill my responsibilities stated above. I also support the project proposal of this IS application and agree to supervise, guide, and evaluate the student professionally in his/her progress.

Supervisor's Signature _____ Date _____

As Principal of Park High School, I support this application for IS and the proposal set forth. I agree to award elective credit to the student upon successful completion of the IS.

Principal's Signature _____ Date _____

RETURN APPROVED APPLICATIONS TO THE ACADEMIC DEAN.