

Independent Study Contract for Physical Education (ISPE)

1. A student is eligible for a maximum of 20 units (two years) of Physical Education per school level via Private Instruction (ISPE), on a pass/fail basis, under the following conditions:
 - a. **If a middle or high school student is nationally ranked in an individual sport. This eligibility does not include members of a nationally ranked team.**
 - b. **If a high school student is a member of a highly competitive team, in a sport not offered at the school, whose typical schedule requires significant travel for state/national competitions during the school year, and a practice schedule similar to the schedule of a high school sport in season.** Upon completion of the paperwork according to stated timelines, up to five units of credit may be awarded for 18 weeks of scheduled activity.
2. A personal schedule of upcoming competitions or performances must be submitted with the application, for the duration of the grading period. **A copy of entry lists or programs for verification of competition/performance must also be submitted with the Performance Evaluation form, before final credit will be given.**
3. The Independent PE activity must be scheduled for a minimum of 600 minutes every week, under the ongoing supervision of a qualified instructor (see guidelines for coaches requirement). **A verified/official training schedule is required.**
4. Students must submit an ISPE application each school year, however the school may request updated information each grading period. **The deadline for applications is the end of the second week of the semester or trimester.**
5. Students enrolling in Independent Study Physical Education may initially be enrolled in a physical education class. The student is to continue to attend and participate in that class until the application forms have been approved and a transfer has been made.
6. Requests for ISPE must be pre-approved by the site designee. If approved, a shortened schedule will result in the parents in charge of supervision. **Additional courses to fill up the schedule will not be allowed.**
7. Appeals of school decisions can be made through the office of the Executive Director of Secondary Education *via your school site administrator*. Appeals should be placed **within seven days** of the school decision and include all required and supporting documentation. A District Review Panel will consider appeals. The District decision will be final.
8. All ISPE Academic Journal Assignments must be submitted by the due date as indicated by the site designee, and receive a passing grade.
9. Performance Evaluation forms are to be submitted to the site designee prior to the last week of the semester/trimester. Grades will be posted on the transcript using pass/fail (P/F). Students not meeting the deadline date will be assigned a "Fail" grade for that reporting period. A "Fail" grade in Physical Education Independent Study will preclude further approvals for ISPE.
10. If a student enrolled in IPE ceases to practice and compete at the level originally described in the application, the site designee must be notified promptly for a schedule adjustment. Failure to do so can impact final grade.

We have read, fully understand, and will abide by the rules and regulations for Independent Physical Education.

Parent/Guardian Signature:

Date:

Student Signature:

Date:

PHYSICAL EDUCATION INDEPENDENT STUDY APPLICATION

Student Name		
Student ID	School	Grade
Qualifying Activity <i>Please review requirements</i>	Club/ Organization	
Student Email		
Parent Email		
Home Address		Zip

TO BE FILLED OUT BY THE INSTRUCTOR

Instructor Name	Phone
Objectives of the Program: What are the goals for the student?	
Learning Experiences: How do you plan to achieve the goals?	
Assessing Achievement of Objectives: What criteria will be used to evaluate performance?	

APPLICATION MUST INCLUDE ALL OF THE FOLLOWING DOCUMENTATION (listed in policy document)

Instructor Qualifications (Resume on letterhead)	Evidence documenting National Ranking
Verified/ Official Student Practice Schedule	Intended Competition/Performance Schedule

Parent/Guardian Signature/Date		Instructor Signature/Date	
Student Signature/Date		Principal Signature/Date	
School Use Only	GPA VERIFIED BY:	APPLICATION APPROVED BY:	

Practice Log Sample (or choice alternative). To be completed by student: Record practice time and type

Student Name		
Student ID	School	Grade
Qualifying Activity		Club/ Organization
MONTH		

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	(WEEK 5)
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					

Instructor Signature: