

**Amsterdam School District 75
Independent Study Contract
Request for Participation**

Student's Name: _____ Grade: _____ Date: _____

Date(s) student will be absent from school: _____

Request for independent study is being made for the following reason(s):

Parent/Guardian Signature

This request must be returned to Amsterdam School at least three (3) days in advance of the expected absence.

Parent or student picks up work at the office or classroom from teacher no later than his or her last scheduled day in school.

Upon return *all work* must be completed and submitted to the teacher within 3 days of return to school.

Amsterdam School Student Handbook p. 5

Independent Study Contract

If an extended absence cannot be avoided we can offer an Independent Study Contract if the below listed requirements are met. Meeting *all* the Independent Study Contract requirements will make the absence excused and the make up work acceptable. We discourage taking extended vacation time other than school holidays and will not grant such time as excused and therefore *make up work will not be accepted*, without an independent study contract.

Contract Requirements

1. Parent notifies office of plans at least 3 days prior to scheduled absence.
2. Parent visits the office to fill out an Independent Study Contract at least 3 days prior to scheduled absence. Or download form from internet and submit.
3. Parent or student picks up work at the office or classroom from teacher no later than the last scheduled day in school.
4. Upon return, all work must be completed and submitted to the teacher within 3 days of return

For Staff Use Only:

Request for Independent Study: Approved Denied Date: _____