

## Educational Options Application

Educational Options at GHS includes learning opportunities and experiences that occur outside the realm of a “normal” school day. We fully realize the educational nature of such ventures, and we encourage students to take advantage of these opportunities by offering credit based on their experiences. Any educational option needs to be pre-approved by multiple parties if high school credit is to be earned. This application is the first step in that process. Educational Options at GHS include:

**Independent study:** Independent studies are designed for those students who demonstrate the ability, interest, and maturity to accept personal responsibility for their learning in a selected curricular area and have the opportunity to pursue it outside of GHS. The purpose of these programs is to develop learners who plan their own research, learning objectives, and a plan whereby they will attain those objectives outside of the traditional classroom with an experienced mentor. For independent study students, the mentor is a GHS teacher (Teacher of Record), and the student will be required to meet with the teacher periodically to monitor progress and provide feedback.

**Credit flexibility:** Credit flexibility offers students a chance to expand on the independent study opportunities as the mentor is not a GHS teacher. The method of assessment will follow the Guidelines for your Credit Flexibility Grade or as awarded by the pre-approved, outside institution. The Board that will award the grade is comprised of an administrator, Ms. Shaffer, a teacher in the subject area or outside mentor, and potentially other pertinent parties. These options are designed to capitalize on educational experiences for students outside of normal school hours, or to allow students to take classes that may not fit in their academic schedules.

**Testing out/demonstrating mastery:** The testing out/demonstrating mastery option is an opportunity for a student to test out of and receive credit for a course prior to taking it. This allows students who have mastered course content to accelerate through the curriculum at an individual pace. The testing out option will be available to students at various times before and during the school year (August and January). GHS has set mastery level at 85%, meaning a student must receive an 85% on the test to opt-out and receive credit for the class. Students doing this at the semester must score at least an 85% on the first semester exam to be eligible to take the second semester test-out option. Students who want to test out of AP courses must take the AP test the prior spring and score a 3 (B), 4 (A) or 5 (A+). The testing out option for receiving credit may not meet NCAA Clearinghouse standards for prospective college athletes. Students who are testing out may receive a textbook and course outline from GHS in order to prepare for the exam.

## Educational Options Application 2

All educational options listed and described prior can be taken for credit or for pass/fail status. Regardless, all need to be pre-approved by the GHS administration. No credit will be granted for retroactive activities. Any student participating in these options is still subject to school policies, and all grades earned will be calculated in the final GPA. Any questions about these options can be forwarded to the school counselors or administration.

### **Items to Consider Before Pursuing an Educational Option:**

1. All materials, facilities, resources, equipment, and transportation required for an educational option are the responsibility of the student.
2. Students who do not complete their educational option will receive an “F” or “Fail” on their transcript. Students may request an extension of their timeline through the GHS administration.
3. Students are responsible for maintaining the required credits for GHS and OHSAA extracurricular (including athletics) eligibility. Testing out does not add to credit for a given quarter. Students must receive a grade or passing status to receive credit towards eligibility in a previous quarter.
4. Pre-approval is required. No exceptions will be made to this policy.
5. A written plan or agreement between the student and mentor, including the type of option they are pursuing, is required.
6. All educational option classes must be added and dropped within the same timelines of dropping and adding other classes – 2 weeks after the semester has started. Graded options will appear on student transcripts and grade cards.
7. A GHS teacher in a subject area related to a credit-flexibility proposal should be a part of the creation and assessment of the credit flex opportunity.

### **How to Apply for an Educational Options Program:**

1. Retrieve Educational Options Packet from Guidance and complete the proposal.
2. Talk to the mentor in a subject area corresponding to your topic. Complete the “Proposal for Educational Options Form” (attached) with the identified mentor to determine the Plan for Assessment to Receive Grades (pg. 3).
3. Proposal must be signed by the student, parent/guardian, teacher, school counselor, and principal.
4. Signed/Approved Proposal must be turned in to the student’s school counselor in Guidance prior to the 2<sup>nd</sup> week of each semester.
5. Student is responsible for completing all assignments and assessments determined in the Plan for Assessment to Receive Grades in order to receive a grade and credit.

# Proposal for Educational Options Form

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_ **Date:** \_\_\_\_\_

**Educational Option Applying For (check one):**

\_\_\_\_\_ **Independent study**    \_\_\_\_\_ **Credit Flexibility**    \_\_\_\_\_ **Testing Out/Mastery**

**If testing out, which subject(s) & test date?** \_\_\_\_\_

**Location of Credit Flexibility/Independent Study Program:** \_\_\_\_\_

**Teacher of Record/Mentor:** \_\_\_\_\_

**Reason for pursuing this program:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Plan for Assessment to Receive Grades: (description of projects & timeline)**

	Description of Assessment	Due Date
Quarter 1		
Quarter 2		
Exam 1		
Quarter 3		
Quarter 4		
Exam 2		

**For Office Use Only**

Dept.	Course Title	Final Grade	Credit

