

SHORT-TERM INDEPENDENT STUDY CONTRACT APPLICATION

Travis Unified School District Elementary Schools

For Students with Unavoidable Absences from 5 – 15 School Days

Eligibility:

Academic Requirements: Students must be making satisfactory academic progress as determined by the most recent progress report or trimester report card. In **Grades K – 3**, student cannot have any U's (unsatisfactory) in core academic subjects. In **Grades 4-6**, student cannot have any I's (interventions) in the core academic areas. For **grades K-6 Special Education** students, the progress report or report card must indicate progress towards meeting educational goals and objectives.

Attendance Requirements: All students Grades K-6 must have less than 3 days of unexcused absences and/or tardies of 30 minutes or more.

Additional Restrictions: Short-Term Independent Study Contracts (STISCs) will not be issued during STAR testing week. There can only be two (2) contracts issued per school year. If a student fails to complete or hands in unsatisfactory work for all assignments on the initial STISC, no further STISCs will be granted for that year. All work is due on the day the student returns to school. Late work will result in unexcused absences for the student.

Notification Requirement: STISCs must be requested at least five school days in advance in order to give the teachers a chance to prepare assignments. (If a family emergency arises that does not allow a five day notification, the parent must get an exception from the school administrator.)

If students do not meet the eligibility requirements for a Short-Term Independent Study contract, absences will be considered to be "unexcused", and count towards truancy.

Complete the attached application and return it to your school office. Applications must have the student and parent signature to be processed. (Parents may sign for a student not yet able to read and write, but the signature implies that the parents have gone through the expectations with their child.)

Student Name	Age	ID #	Grade	Birth Date:
Address	City		State	Zip Code
Mother	Father		School	
Date entered:	Date Exited:	Return appointment		

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Student Name: _____ Grade: _____

Teacher: _____ Reason for STISC _____

Start Date: _____ Date of Return: _____ Total # of School Days Out _____

Name of Parent/Guardian: _____

Address: _____

Home Phone: _____ Work/Cell Phone: _____

This section must be signed for the application to be processed:

It is understood that the Short-Term Independent Study Contract requires commitment from students and parents. Students must complete all work, and parents must assist, support and instruct the student when necessary to ensure he/she receives the learning and test preparation necessary. It is the responsibility of the students and parents to obtain all assignments prior to leaving, and to return all assignments completed satisfactorily upon the return date. Student work turned in after the return date will not count towards the Short-Term Independent Study Contract.

Student's Signature

Parent's Signature

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Student: _____ Grade: _____

To be completed by Teacher:

1. Academic Requirements

Circle the one that applies for this student:

K-3 Any U's on core academic subjects? Yes No

4-6 Any I's on core academic subjects? Yes No

K-6 Special Education showing academic progress? Yes No

To be completed by Office Staff:

2. Number of Unexcused Absences and/or Tardies (>30 minutes) _____

3. Has student failed to complete work on past STISCs? Yes No

4. Would approving this application exceed two STISCs
for the school year? Yes No

5. Was the application received 5 days before start date? Yes No*

*If no, did parent clear with administrator? Yes No

To be completed by administrator:

_____ Approved

_____ Denied

Reason for Denial _____

Administrator's Signature _____

_____ Date

This form is for school use only.