Request for Special Course Placement – 2018-19

Student Name:_____ Grade for 2018-19: _____

Directions: Read through the Elmwood High School Course Descriptions book and any applicable links on the Elmwood High School Counseling website for background information and instructions on applying for a course outside the standard high school schedule. Next, complete this form and attach any supporting documentation, if required. All information on this form, including attachments, must be complete before turning in to the School Counselor and Principal for final approval.

Type of request (check one):

- ☐ Independent Study – Subject Enrichment (ISSE)
- ☐ Independent Study – Teacher Assistant (ISTA)
- ☐ Independent Study – Work Release (ISWR)
- ☐ Virtual School – Online Course (VS)
- ☐ Youth Options – Course taken directly from college (YO)

Course Requested (Name): _____ Semester: 1 2

Supervising Teacher: _____ Class Period: _____

Rationale / Reason for Request (must be written in complete sentences with proper grammar):

Supporting Documentation Required (attach to this form):

Type of Course	**Additional Documentation Required**
ISSE*	Student generated outline including material to be studied and detailed testing method
ISTA*	No additional documentation required for approval
ISWR*	Work duties worksheet (found on high school counseling website)
VS**	Signed Virtual School Contract and Online Course Registration Form
YO**	Signed Youth Options Contract and PI 8700A Form ** Due May 1, 2017 for fall

* See Course Registration Book for full details and requirements.
** See High School Counseling website for full details and requirements.

_____ _____
Student Signature Date Parent/Guardian Signature Date

_____
Supervising Teacher Signature (IS only) Date Approve Deny

_____
School Counselor Signature Date Approve Deny

_____
Principal Signature Date Approve Deny