

**BARNEVELD SCHOOL DISTRICT
ONLINE/CORRESPONDENCE COURSES**

A pupil who intends to enroll in an online course shall notify the school board of the school district in which he or she is enrolled, of that intention no later than March 1 if the student intends to enroll in the fall semester, and no later than October 1 if the pupil intends to enroll in the spring semester. The notice shall include the titles of the courses in which the pupil intends to enroll and the number of credits of each course.

A student that has junior or senior status has enrollment priority (this requirement may be waived in special circumstances, e.g. transfer students, gifted and talented and credit recovery).

Students may enroll in online/correspondence course(s) if the following conditions are met:

1. All courses must be pre-approved by the high school principal or district administrator.
2. High school credit will be awarded for online courses taken if they meet any of the District's graduation requirements and any of the following conditions apply:
 - a. Credit will be awarded for those courses taken that are complimentary to, consistent with or expand on a course of study or sequence of courses offered at the high school.
 - b. Credit will be awarded for those courses that expand the opportunity for a student to move to another level of academic or vocational course of study.
3. Students must follow time and assignment deadlines as per the independent study contract, regardless of timelines established by the sponsoring institution.
4. Students must turn in to the advisor completed packages as scheduled.
5. Students must take courses for a letter grade. Letter grades will be averaged into the GPA. Students may drop a course within the allocated time designated by the institution. The word dropped will be entered on the transcript. Students who drop a course after the allocated time designated by the institution will receive a letter grade of "F" or "fail" which will be recorded in addition to the word dropped.
6. A course earns .5 credit per semester. One credit college level course will equal .25 high school credit.
7. The Barneveld School District will reimburse student costs for tuition (course fee) upon the completion of the approved course and upon submission of a grade report of "C" or better. All claims for reimbursement must be submitted within 60 days of the completion of the course or receipt of the grade report. The student is not reimbursed for texts or materials that become the student's personal property.

The Barneveld School District does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status, sexual orientation, gender identity or disability.

Adopted: January 13, 2010

Revised: March 8, 2017