Mt. Diablo Unified School District SHORT TERM Independent Study Contract
Application and Master Agreement to Substitute for Classroom Work
For 2026-27 school year only

Student's Name _____ Student No _____ Date of Birth _____ Grade_____ School _____

Parent/Guardian Name _____ Home/Cell _____ Work Phone _____

Short Term Independent Study work products are due and must be submitted upon return to school. All assignments are due according to class syllabus.

1. Reason for Independent Study: (Circle One) Student illness Family Trip Other_____

2. State specific dates: From :_____to _____ (Short Term Independent Study is 1-15 days in a school year, not to cross over 1 school year) Total # of Days _____

3. Work assigned must be returned by _____. Work Submitted on time: YES or NO Total # of Days / Minutes Credited per work completed _____/_____

Parent/Guardian Signature _____Date_____ Student Signature _____Date_____

- *Parent/Guardian electronic signature verified on file.*

Teacher of Record Signature_____ Date_____

Signature of Special Education Case Manager, required for students with IEP _____Date_____

Academic Support: Students will be assigned leveled work which meets their level of independent understanding and academic progress. All students, including those who are emerging English speakers as well as receiving academic support through an Individualized Educational Plan(IEP), can correspond with the teacher for assistance with work.

Report of student's academic progress: If there are concerns in regards to progress the teacher will reach out to the parent at the time of the concern.

Tiered Reengagement Strategies:, If a student does not complete the assigned work, or for students who are in violation of their independent study written agreement, MDUSD shall:

1. Verify current contact information for each enrolled student;
2. Reach out to the student directly and/or parents or guardians, as well as health and social services as necessary, to determine student's needs for re engagement; and
3. If the student has failed to complete two (2) assignments or is failing to make satisfactory educational progress as assigned, MDUSD will schedule a student-parent/guardian-educator conference (a meeting involving all individuals who signed the student's written agreement) to review the student's written agreement and consider the independent study program's impact on the student's achievement and well-being.

Resources available for work completion:

- The work included in this contract requires a district-issued chromebook or similar electronic device and access to internet connectivity.
  - Device assigned_____
  - Verification of internet access.

- The work included in this contract does not require a computer, device or internet in order to complete the work or submit the work.
  - Paper-based copies/worksheets with instructions have been provided.

Contract Initiated _____ **Date**_____ **Contract Completed**_____ **Date**_____

Principal/Designee Signature **Principal/Designee Signature**

SAMPLE

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Subject	Name of Teacher Assigning Work	Assignment, objective of work (Resources Needed)	Timing and Method of work submission	Methods of study	Method of evaluation of work	Instructional minutes credited*	Credit assigned	Teacher Signature after evaluation
• ELA	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curriculu • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____
• Math	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curriculu • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____
• Science	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curriculu • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____

Independent Study is an optional educational alternative in which no student may be required to participate. All sections on this form MUST be completed to be a valid contract.

**One instructional day equals aa minimum of 180 minutes (Kindergarten), 230 minutes (Grades 1-3), or 240 minutes (Grades 4-12).*

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Subject	Teacher Assigning Work	Assignment, objective of work (Resources Needed)	Timing and Method of work submission	Estimated instructional minutes	Method of evaluation of work	Instructional minutes credited	Credit assigned	Teacher Signature after evaluation
• Soc. Sci.	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curricul • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____		• Credit/ No Credit	_____
•PE or Other _____ _____ _____	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curricul • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____
•Other _____ _____ _____	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curricul • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____
•Other _____ _____ _____	_____ _____		• Daily via computer • At end of IS via computer • At end of IS with physical work • Other _____ _____	• Independent Reading • Worksheet Activities • Problem Solving • Study Projects/ • Drill & Practice • Experiential Learning • Computerized Curricul • Web/Internet Research • Library Research • FieldTrips • Journal/Diary •Other_____	• Student Conferences • Work Samples • Learning Journals • Presentations • Other_____ _____		• Credit/ No Credit	_____

(Optional page IF needed for the amount of work assigned.)

SAMPLE