



MOORESTOWN HIGH SCHOOL

Application for Personalized Learning Opportunity

Student Name _____ Grade _____

Course/Program to be taken _____

Semester/Year Course to be taken _____ Date of Application _____

School/Provider _____ Location _____

Accreditation _____

Type of request:

- | | | |
|--------------------------|--|--|
| <input type="checkbox"/> | Outside High School Course Work for Credit | Attachments: Documents with Name of Provider, Provider Contact Information, Course Description and Accreditation Information |
| <input type="checkbox"/> | College Course Work for Credit | Attachments: Documents with Name of Provider, Provider Contact Information, Course Description and Accreditation Information |
| <input type="checkbox"/> | Structured Learning Experience | Attachments: Completed SLE Proposal Packet |
| <input type="checkbox"/> | Physical Education Exemption | Attachments: Documents outlined in the <i>Program of Studies</i> |

Rationale for request:

Provide the curricular connections as per the New Jersey Student Learning Standards (<https://www.nj.gov/education/standards/>):

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Supervisor Signature _____ Date _____

Guidance Counselor Signature _____ Date _____

Principal Signature _____ Date _____

Upon successful completion _____ CREDITS will be awarded upon proof of successful completion.

Students are not permitted to begin participation in the proposed Personalized Learning Opportunity until approved by the Principal's Credit Committee. The committee, designated by the Principal, will be composed of the following: Principal or designee; a guidance counselor; a curriculum supervisor; and two classroom teachers, one of whom is content specific with the other being selected by the applicant.

Personalized Learning Opportunities

Models for developing Personalized Learning Opportunities or programs linked to the 2009 New Jersey Student Learning Standards (NJSLS) include accredited college courses, interdisciplinary or theme-based programs, co-curricular or extra-curricular activities, magnet programs, student exchange programs, distance learning opportunities, internships, community service, or other structured learning experiences. Activities and programs developed in accordance with Personalized Learning Opportunities shall include appropriate assessments and ensure that student's performance/proficiency meets or exceeds the NJSLS. The Principal shall certify completion of curricular activities or programs based upon specified instructional objectives aimed at meeting or exceeding the New Jersey Student Learning Standards.

Note: Minimum graduation requirements, as prescribed in N.J.A.C. 6A:8-5.1, do not equate to college admission requirements. MTPS actively encourages all students who have otherwise met the requirements for high school graduation to include in their programs of study a fourth year of the following additional credits: math, science, social studies and world languages aimed at preparation for entrance into post-secondary programs or 21st century careers.

A. Structured Learning Experiences

Deadline for Applications: Semester 1 – May 15th; Semester 2 – December 15th

The *Structured Learning Experience* (SLE) is an initiative that is coordinated and monitored by New Jersey Department of Education (NJDOE). The philosophy of the *Structured Learning Experience Program* is to provide educational experiences that are meaningful and relevant, and allow students the opportunity to explore career options. In addition to serving as an alternative to traditional high school classes, *Structured Learning Experiences* allow students to focus on their interests and abilities. SLE provides eligible students the opportunity to utilize their last year of high school to gain purposeful experiences that will help them establish a possible future path.

The 12th grade student may apply for the *Structured Learning Experience* option for each semester they are enrolled, which may include:

1. Career Internships in a career-focused, work-related residency
2. Mentor/Scholar Program
3. A supervised advanced learning experience, related to the NJSLS
4. Volunteer positions for profit and non-profit organizations
5. Service Learning Project

The SLE falls under the auspices of the guidelines set forth by the NJDOE, which require supervision of the student at the approved site by a staff member who holds a valid SLE Supervision certification. Students are required to design the SLE to include NJSLS proficiencies, activities performed in execution of the SLE that tie to the NJSLS, assessments and timelines. The final proposal must also contain all forms and signatures required by the student, parent/guardian and employer/provider. Students may be asked to present their proposal to the Principal's Credit Committee and to report back at the end of the experience.

Application forms/packets may be obtained in the Counseling Office. Thorough review of the application's requirements by the applicant and the parent/guardian should occur before consulting with a guidance counselor for referral to a certified SLE staff member or a building administrator for review. This review of the application is to offer the student guidance in designing the SLE and assure that all necessary forms are signed before

submission to the Principal's Credit Committee. It is strongly advised that student interested in participating in an SLE begin well in advance of the application due date. Students who have successfully completed an SLE will be awarded the pre-approved credit with a passing grade noted as "P" for the final grade on the report card and transcript.

- ◆ **Costs:** All costs incurred by a student's enrollment in such a program, including the costs of required supplies/equipment and required insurance coverage, are absorbed by the student's parent/legal guardian. Transportation arrangements and expenses are also the responsibility of the student and parent/legal guardian.

B. Advancing a Course Level

Deadline for Application: June 1st

A student may attempt to accelerate by one (1) level/course of a program sequence to enroll in the next course (i.e. World Language, Mathematics). Students may not test out of a course required for graduation.

1. A written request identifying the targeted course for acceleration and the desired course for enrollment must be submitted for approval by the department supervisor and the principal or his/her designee.
 2. While there are many options for students to receive the content of the course being skipped, all students will be required to take the MHS mid-term and final exams to demonstrate readiness for the target course.
 3. The student must earn a score of 90% or better on the MHS Mid-Term Examination (if applicable) AND the MHS Final Examination in the target course. The test will be administered and graded by the department supervisor or designee.
 4. A portfolio project demonstrating practice and proficiency may be designated by the department supervisor or designee and must be completed by the date of the exams.
 5. Neither grade nor credit will be awarded on the transcript for the target course.
- ◆ **Costs:** All costs incurred by a student's enrollment in such a program, including the costs of required supplies/equipment and required insurance coverage, are absorbed by the student's parent/legal guardian. Transportation arrangements and expenses are also the responsibility of the student and parent/legal guardian.

C. Outside High School Course Work for Additional High School Credit

Deadlines for Application: Semester 1 – August 15th; Semester 2 – January 15th

Several stipulations exist for current students wishing to complete high school course work in an academic setting other than MHS, to receive high school credits, and have coursework listed on the high school transcript:

1. The proposed course application, NJSLs proficiencies and assessments must be reviewed and approved prior to the first instructional meeting of the course. The course must be from an accredited institution and/or be monitored by a certified staff member. The institutional accreditation must be from a United States Department of Education recognized national, regional, specialized, and/or professional accrediting organization. The course work must be approved by the principal in conjunction with the Principal's Credit Committee, or be certified by the principal under 6A:8-5.1(a) 1.ii.
2. Distance Learning courses may be taken only if pre-approved as outlined in the stipulations above. The course must be from an accredited institution. The accreditation must be from a United States Department of Education recognized national, regional, specialized, and/or professional accrediting organization such as The Accrediting Commission of the Distance Education and Training Council; or be approved by the principal in conjunction with the Principal's Credit Committee; or be certified by the principal under 6A:8-5.1(a)1.ii.
3. MHS must receive an official transcript clearly showing successful completion of the course work. No grade will appear on the MHS transcript until an official transcript from the approved institution is received. If no documentation is received, a "W" will be posted on the MHS transcript as of the date grades are submitted for the next marking period.

4. High school credits may be awarded by certification by the principal under 6A:8-5.1(a) 1.ii and attached to the transcript. Course credit equivalence to the MHS Program will be determined by the Principal's Credit Committee.

- ◆ **Costs:** All costs incurred by a student's enrollment in such a program, including the costs of required supplies/equipment and required insurance coverage, are absorbed by the student's parent/legal guardian. Transportation arrangements and expenses are also the responsibility of the student and parent/legal guardian.

D. College Course Work for High School Credit

Deadline for Applications: Semester 1 – August 15th; Semester 2 – January 15th

High school students may choose to pursue opportunities to enroll in college level work. Completed course work in an accredited college/university for high school credits must meet the following stipulations:

1. Course application, NJSLs proficiencies and assessments must be reviewed and approved by the principal, in conjunction with the Principal's Credit Committee, prior to the first instructional meeting of the course.
2. The college course taken must be the same college course offered to regularly admitted college students and must be taught by college faculty with academic rank or adjunct faculty approved by the college.
3. College distance-learning courses may be taken only if pre-approved as outlined in the stipulations above. The course must be from an accredited institution. The accreditation must be from a Council for Higher Education Accreditation (CHEA) participating organization and be recognized by the United States Department of Education as a national, regional, specialized, and/or professional accrediting organization.
4. MHS must receive an official transcript clearly showing successful completion of the course work.
5. High school credits may be awarded based on the transcript received from the college, or by the number of instructional hours per week, or by certification by the principal under 6A:8-5.1(a) 1.ii, and posted on the permanent record card.
6. Students who have taken course work outside of MHS for credit may have a grade recorded on their MHS transcript, but the grade will not be calculated in the student's GPA.

- ◆ **Costs:** All costs incurred by a student's enrollment in such a program, including the costs of required supplies/equipment and required insurance coverage, are absorbed by the student's parent/legal guardian. Transportation arrangements and expenses are also the responsibility of the student and parent/legal guardian.

Recording of Non-Traditional Coursework on the MHS Permanent Record (Transcript)

Students who have taken course work outside of MHS for credit may have a grade recorded on their MHS transcript, but the grade will not be calculated in the student's GPA. If the outside course work is taken at an institution that provides a transcript, the student may choose to have the outside record attached to their MHS transcript after consulting with their school counselor. The name of course, institution and appropriate credits will be recorded on the MHS transcript for those students approved for alternative course work given that the course(s) is successfully completed during the time specified on the approval form. If course work is not completed within the time specified, protocols described in the *MHS Program of Studies* under the section "Course Withdrawals" will be observed with respect to recording on the transcript. Students may not take an MHS equivalent course for full credit.

The transcript will denote:

1. Name of course;
2. Institution, school, college, university and/or situation, where, and/or how the coursework was taken;
3. Grade issued by the institution (if a numeric grade is issued, then the MHS alpha equivalent); or grade issued by a certified staff member under the guidelines established by the Principal's Credit Committee when the course work was approved; or as certified by the principal under 6A:8-5.1(a) 1.ii. Grades recorded on the transcript for outside course work do not count towards WGPA or GPA.

4. Credit issued by institution; or credit awarded by a certified staff member under the guidelines established by the Principal's Credit Committee when the course work was approved; or as certified by the principal under 6A:8-5.1(a) 1.ii.
5. Course Completion/Course Withdrawals: The expectation is that the course(s) will be completed during the time specified on the approval form. The transcript will denote the status of the course work as per the protocol described in the *MHS Program of Studies* under "Course Withdrawals". This includes incomplete course work.
6. No grade will appear on the MHS transcript until an official transcript is received from the providing institution; or credit awarded by a supervisor certified staff member under the guidelines established by the Principal's Credit Committee when the course work was approved; or as certified by the principal under 6A:8-5.1(a) 1.ii. Absent official documentation, a "W" will be posted on the MHS transcript as of the date grades are submitted for the next marking period.
7. Dual Credit - Through the cooperation of Rowan College at Burlington County, MHS students taking Advanced Placement (AP) courses have the opportunity to earn college credits as well. Offered under the auspices of the College Board, AP courses are really college-level courses taught in the high school. Credit granting policies for AP vary widely from college to college and from department to department. However, colleges and universities are much more unified in their response to courses taken at or co-sponsored by Community Colleges and other local institutions of higher education. Thus, a student who earns a B in an AP course and scores a 4 on the AP test may be more likely to receive credit as a college freshman if the course and credit appear on a college transcript.

Students wishing to take advantage of the *Dual Credit* program pay a fee in September for each AP course they wish to include. The student will need to earn a minimum grade of a C- in the AP course at MHS, and the student must earn a minimum score of 2 to qualify for credit from RCBC. For more information about the program contact the MHS Counseling Office at 856-778-6610, ext. 12172 or contact James Kerfoot, RCBC Director of Recruitment, at 609-894-9311, ext. 1260. All transcripts for courses taken independently or at a college/university may be attached to the MHS transcript upon request. However, these grades will not be computed into the student's MHS GPA.

◆ **Course Withdrawals**

The expectation is that course(s) will be completed during the time specified on the approval form. The transcript will denote course work as per the protocol described in the *MHS Program of Studies* under "Course Withdrawals", including incomplete course work.

**Criteria for acceptance of Moorestown High School Credit for Physical Education
as Personalized Learning Opportunity
(Grades 11 and 12 ONLY):**

High School credit will be awarded under the following conditions:

1. The student, with signed parent consent, will make a request to the Principal by June 1st.
2. In order to qualify for SLE status, the student must:
 - a) Have a minimum G.P.A of 2.67 or above;
 - b) Have received a final grade in 9th and 10th grade physical education of a "B" or above;
 - c) Be scheduled for a minimum of 30 credits other than physical education during the exemption year;
 - d) Meet the NJSIAA academic eligibility requirements;
 - e) Be an athlete who can demonstrate that he/she is:
 - A nationally ranked **individual** as designated by the recognized national program (ex – USA Gymnastics, USA Figure Skating, USA Swimming, etc.).

- Generally, programs should be the equivalent of those recognized by the National Federation of State High School Associations (NFHS).
 - NOTE:** Participation/contribution on a nationally ranked team does not solely qualify an athlete. The students-athlete must hold at least one national ranking themselves; therefore qualifying as part of a national team does not make a student eligible for this SLE program.
 - f) Demonstrate how the activity/sport meets or exceeds the New Jersey Core Curricular Content Standards (NJ CCCS);
 - g) Demonstrate how the activity/sport meets or exceeds the MTPS Physical Education curricular objectives:
 - The learner will perform, analyze and apply movement skills that foster safe participation in physical activities throughout life.
 - The learner will analyze and apply the concepts of effective movement, including principles of biomechanics and elements of rhythm used in physical activity.
 - The learner will perform, know, understand and apply health related fitness movements and concepts.
 - The student will analyze rules and regulations, and apply strategies and standards of play while participating in physical education activities.
 - The learner will know, understand and analyze self-awareness, creative thinking, confidence, self-discipline, ability to collaborate with others, and risk-taking skills through participation in a wide range of physical activities.
3. In order to maintain SLE status:
- a) The sport/activity must:
 - Be **individualized** with an intensive training program that prepares the student for competition in a sport at a national or professional level.
 - Occur outside of the regularly scheduled MHS curricular and extra-curricular programs (participation in extra-curricular sports/programs offered by the MHS are not eligible for credit).
 - b) Participation in the designated sport/activity must:
 - Occur during the current school calendar year;
 - Be a minimum of 1 marking period in duration;
 - Include a minimum of 3 regularly scheduled, organized practices/competitions per week during the exemption;
 - Meet or exceed the MHS minimum of 168 minutes per week;
 - Be supervised by a nationally accredited/certified coach.
4. Students who complete all the requirements of the Physical Education SLE program will receive a grade of PASS.
- a) In order to receive credit, the student must submit the following for review:
 - A journal of weekly reflection to encompass the duration of the physical education exemption (journal details available from the principal's office);
 - A calendar of regularly scheduled, organized practices/competitions signed by the coach to validate participation as previously described; and
 - For exemptions of more than one marking period, a final presentation related to the approved sport/activity for the exemption will be required. The presentation will be made to a committee of physical education teachers and administrators.
 - b) The application is good for only one physical education course for the specified school year it was accepted.
 - The student will be placed in a study hall in lieu of the student's scheduled PE class.
 - SLE opportunities apply to physical education only. Students cannot exempt from health education.
5. Students who are unable to complete the requirements of the Physical Education SLE program for any reason must immediately notify their guidance counselor so that they may be scheduled for a physical education

class. **Physical Education is a state mandated course required for graduation. Failure to successfully meet this requirement will affect your ability to receive a high school diploma and participate in graduation exercises.**

6. The safety, cost and transportation, to and from, any SLE program and any costs or fees for such things as programs, books, supplies, support, tutoring, etc. are the responsibility of the student and/or student's parent/guardian. By completing the SLE request the parent/guardian(s) agree to indemnify and hold harmless Moorestown High School, Moorestown Township Public Schools, and its agents or employees from any and all claims of any type, action, complaint, judgment, costs or personal injury, arising out of, or related to, the student's participation in the SLE program.