

CORRESPONDENCE COURSES

When Midway High School finds it impossible or impractical to offer a course or courses desired by a student, the school principal may permit the student to take such a course or courses from the North Dakota Center for Distance Education or from some other institution which has an accredited correspondence division. Students who withdraw from school for reasons of emergency may petition the building principals for permission to take correspondence work toward graduation credits.

Correspondence courses may also be taken as a part of the gifted and talented program of the school or if a student is unable, because of scheduling difficulties, to take a course offered by the Midway High School and required for graduation. Failure in a subject is not justification for enrollment in a correspondence course. If the student can take the course regularly offered at school, permission to take a correspondence course can be denied.

Once enrolled in a correspondence class, the class will be listed on the student's cumulative record form. The grade will be recorded and will be used in determining the GPA of the student.

Credit will be granted only if the course would normally be found in a high school curriculum. It is generally recommended that students who plan to take correspondence courses should do so before their senior year. Seniors who do receive special permission to do correspondence work must complete the first semester courses before March 1 and second semester work before May 1. To be accepted as a part of the requirements for graduation, the record of credit must be received and recorded two weeks prior to graduation. Telephone grades are not official.

The counselor will personally supervise the student's work unless another teacher agrees to work with a particular student. The student may be required to do the work in school in a study hall and to keep all materials in a designated place at school.

Responsibility for success or failure in correspondence work rests entirely with the student. Correspondence courses involve a considerable amount of writing and individual study. A student who finds self-discipline in study difficult is discouraged from taking courses by correspondence.

Costs of correspondence courses shall be borne by the student/parents. If there is a scheduling conflict and the requested course is necessary for graduation, a request can be made to the district for reimbursement of the registration fee. Such a request can only be made after credit for the class has been given and will be decided on a case-by-case basis.