



LIVINGSTON HIGH SCHOOL
Application for
Individualized Student Learning Opportunity (ISLO)

Livingston High School students have an opportunity to earn course credits outside of the school district for advanced coursework provided the student adheres to the following procedures. Students are not eligible to take an ISLO until the completion of their freshmen year.

1. If a student wishes to enroll in an ISLO for the purpose of earning credit, the student must submit an application to the Content Area Supervisor by deadlines listed on application form. The application must be approved by the Content Area Supervisor and the Directors of Curriculum prior to the start of a course.
2. The application must include the following information:
 - a. The course title
 - b. The school/provider that will offer the course
 - c. The dates of the course
 - d. The total number of hours for the course
 - e. The reason why the student wants to enroll in the course during the summer
3. A syllabus of the course must be attached to the written request when submitted to the Content Area Supervisor.
4. Upon course approval for advanced credit, the student will receive a confirmation letter granting approval and listing the dates in the summer when the exams will be given.
5. Upon course completion, the student **will be** required to take competency examinations as dictated by the district for the respective course offered at Livingston High School. Students must earn a minimum grade of “C” on each exam in order to advance to the next course. Students must sit for the NJSLA assessment for Algebra II, Geometry, and ELA Grade 10 in order to advance to the next level.
6. If applying for an ISLO during the summer, indicate below dates you will take the competency examinations at LHS:
(choose **two** of the following dates)

 August 6, 2019
 August 8, 2019
 August 22, 2019
 August 26, 2019
7. Courses taken outside of Livingston High School will be listed on the student’s transcript along with the educational institution/provider and the corresponding grade. However, the grade **will not** be calculated into the student’s grade point average (GPA). Students will not receive Honors or AP weight for any course taken outside of LHS. For students who do not complete the course before the deadline for completion, a W/P or W/F will be recorded on the student’s transcript.
8. There are no appeals.

PLEASE NOTE:

- a. Credit for an ISLO **will not** be honored without prior course approval.
- b. Completion of an ISLO **does not** guarantee that space will be available in any course requested by the student for the upcoming school year, due to class-size limits.
- c. If applying to take an honors course, as designated by the provider, the student will be required to take the honors competency examinations for the corresponding leveled course offered at Livingston High School. The grade **will not** be calculated into the student’s grade point average (GPA). If the student does not wish to earn the “honors” designation on his/her LHS transcript, a student can elect to take the CP competency examinations for the respective course offered at LHS. If a student chooses this option, “honors” will not be included in the course name on the LHS transcript.
- d. Students planning to take the following NJSLA tested classes: Geometry, Algebra II, and ELA Grade 10, must demonstrate they are earning a “B” average in their current course.
- e. If students will not be able to sit for the NJSLA test, they will not receive credit and will not be able to advance to the next course.
- f. All fees and transportation are the responsibility of the student and his/her family.

APPLICATION FOR INDIVIDUALIZED STUDENT LEARNING OPPORTUNITY (ISLO)

- PART 1: COMPLETE YOUR PERSONAL AND COURSE INFORMATION. DEADLINE FOR SUBMISSION:
FALL (Full year and Semester 1)-August 15th SPRING (Semester 2) -October 15th SUMMER-April 1st
PART 2: EXPLAIN THE REASON FOR TAKING THE COURSE
PART 3: ATTACH A COURSE SYLLABUS
PART 4: REVIEW WITH SCHOOL COUNSELOR
PART 5: SUPERVISOR AND DIRECTOR OF CURRICULUM APPROVAL – OFFICE USE ONLY

IMPORTANT: If students are enrolled in Alg. I, Alg. II, Geometry, or ELA Grade 10 during the summer, he/she MUST sit for the NJSLA assessment in the NJDOE designated window (July – August) at Livingston High School.

PART 1: PERSONAL INFORMATION

Student's Name:		Current Grade:		Date:	
Student's ID#:		Email:			
Course Name: (As it appears from the provider)		Course Location:			
Course Dates:		Course Hours:			

PART 2: EXPLANATION

REQUIRED:
Explain why you are seeking approval to take this course.
If approved, list the course you aspire to take next in this content area upon successful completion of the ISLO course.

By checking here, you are confirming that you are applying to complete an **HONORS ISLO course**. You will be required to take the honors competency examinations for the corresponding leveled course at LHS.

PART 3: COURSE SYLLABUS

Course syllabus attached.

PART 4: APPLICATION REVIEW (office use only)

Review and submit application to School Counselor:		Date:	
---	--	--------------	--

PART 5: APPROVAL (office use only)

Content Area Supervisor:		Date:	
Directors of Curriculum and Instruction		Date:	

Comments:

--