



Teacher Academic Extension Form

To be considered for a Teacher Academic Extension of up to 2 weeks, the following guidelines must be met:

Students must:

- Have at least 50% of the gradable activities complete with a passing grade of 60% or better on their submitted work.
- Students should submit an email or contact the teacher via phone no later than the Friday before the end date for the class.
- The email/ phone conversation should include a plan on how the student intends to complete the course within the new timeline. An email will be sent to the student/parent that includes an outline of this plan. Teachers will inform counselor and consultant of the plan and extension.

*Note—these extensions do not apply to students who may already be given additional time as stated in Individualized Education Plans or 504's. Additionally, this does not pertain to students enrolled in an alternative course of study such as ITED or MEDVI. Students with extenuating circumstances such as a death in the family, house fire, etc should contact the eSchool Program counselor for additional support.

The extension does not guarantee a passing grade. Students must successfully complete the course and pass the final exam in order to receive credit.

Extensions will be granted or denied at the teacher's discretion. Attendance, previous communication, and course activity will be taken into consideration. Appeals should be directed to the eSchool Program Principal.

This option is not available beyond the end of the KUSD school year (end of quarter four).