



BERKLEY HIGH SCHOOL

2325 Catalpa, Berkley, MI 48072
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www.berkleyschools.org/bhs

Directed Study Agreement 2023-2024

Student Name:		Course # (Office Use Only)	
Teacher Name:		Grade Level	<input type="checkbox"/> 11th <input type="checkbox"/> 12th
Period	<input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> 5th <input type="checkbox"/> 6th	Semester	<input type="checkbox"/> 1st <input type="checkbox"/> 2nd

Return completed form to Mrs. Wyatt in the Counseling Center before the 2nd week of the Semester

Course Information

Name of Course:

Content Area:

Course Description: The course should provide an opportunity for serious students to explore a topic of particular interest with a teacher who is willing to facilitate the study in addition to regular teaching assignments. In all cases, the study must be an extension of the Berkley High School curriculum and conclude with a presentation of the project to an appropriate audience (classmates, department members, community groups, etc.)

Rationale for Directed Study

Grading: Outline the details agreed upon by the staff member and the student. The quality of work must meet BHS standards.

Student will earn a letter grade (credit, GPA points)

Student will earn a G-grade (credit, no GPA)

Projected Date of Presentation

Audience

Writing Component: Briefly describe the types of writing planned and the number of writing assignments for the semester. This is expected for every course

Final Exam/Project/Presentation

Student Guidelines

- This is a voluntary agreement between a BHS staff member and a BHS student.
- Limited to one directed study per semester, two per year.
- Included in registration for the next academic year.
- If a teacher of record is unable to do the directed study, it is the responsibility of the student to find an alternate teacher.
- Significant planning must be done by the student prior to completing the application.
- Planned project must be a sufficiently rigorous course of study to earn 0.5 semester credit (the equivalent of 19 weeks of work).
- Student will report daily for attendance at the assigned hour during school session times.
- Student will meet regularly, at least weekly, with staff member to report progress on a pre-arranged schedule.
- Student will maintain directed study log/journal and record days/times of meetings, notes, problems encountered, solutions to those problems. Log will be turned in and kept in the department file via the department chairperson or designee.

Teacher/Counselor/Administrator Guidelines

- This is a voluntary agreement between a BHS staff member and a BHS student.
- This does not count toward staff hour, student count or day contractual limit.
- Teachers must facilitate student study/project by: Setting interim deadlines; providing timely feedback and arranging for final presentation to appropriate audience. All with signatures on contract will be notified/invited to the presentation.
- Copy of student study/project to the Assistant Principal by the first progress report.
- Maintain regular meeting times with students.
- Maintain grades/attendance records in appropriate record books.
- Complete semester grading records.

Signatures: By signing below, all have read and understand the guidelines of this Directed Study Agreement.			
Student:		Date:	
Parent/Guardian:		Date:	
Counselor:		Date:	
Administrator:		Date:	