

COURSE OPTION POLICY

No. 343.4
(A) 11-9-15
(R) 3-14-16

Resident Students Attending Individual Courses in Other Educational Institutions

Any student enrolled full-time in a public school in the District may apply to take a course(s) in another educational institution under the “Course Options” program in accordance with state law. A student may attend no more than two courses in any semester in another educational institution under this program.

The Building Administration shall be responsible for reviewing all course applications received from District students and accepting or denying them in accordance with the criteria outlined above and established District procedures.

The District shall pay the costs for the course as required by state law and the Wisconsin Department of Public Instruction as defined below:

1. For courses in which the district is responsible for delivery of the course (instruction, facilities, materials, etc.), the amount to be paid by the resident school district to the institutions of higher education (IHE) must still be negotiated between the district and the IHE, with the expectation that the agreement will be cost neutral for both parties. Examples of these courses are College Credit in High School, Concurrent Enrollment, CAPP, PIE and Transcribed Credit.
2. For courses offered to high school students only and for which both high school and college credits are offered, but for which the IHE is responsible for delivery of the course (instruction, facilities, materials, etc.), the amount to be paid by the resident school district to the IHE must be negotiated between the district and the IHE. An example of this type of course would be a course taught by a technical college instructor through a sec.38.14 Wis. Stats. Agreement.
3. For courses offered to all eligible students of an IHE and for which the IHE is responsible for delivery of the course (instruction, facilities, materials, etc.), the amount to be paid by the resident school district to the IHE will be 50% of the tuition the IHE charges for the course, not to exceed 50% of the UW – Madison tuition for a course with the same number of credits, plus any fees and /or books.
4. For any courses for which students would earn college credits for successful completion at the IHE, the district may negotiate additional tuition and fees to be charged by the IHE to students who enroll in the course at the IHE. This is in addition to any amount paid by the school district to the IHE as noted in paragraphs 1, 2 and 3 above.
5. Only an educational institution that is an institution of higher education may charge a pupil, or the parent or guardian of a minor pupil, additional tuition and fees for attending a course at the IHE for postsecondary credit.

To the extent required by any state law or by any Department of Public Instruction (DPI) regulation or DPI procedure, the District shall process the “Course Options” application of any nonresident student whose primary school enrollment and attendance is within the public schools of the District as though the student were a resident student seeking to take a course outside the district.

Nonresident Students Attending Individual Courses in the District

Nonresident public school students residing within the State of Wisconsin may apply to take a course(s) in the District under the “Course options” program in accordance with state law and established procedures. Students may attend no more than two total courses in the District and/or in other educational institutions under the “Course Options” program during any semester. The District will deny any application that is not submitted in the manner and within the time limits established under state law and District application procedures.

The Building Administration shall be responsible for reviewing all course applications received from nonresident students under this policy and for accepting or denying them in accordance with the same criteria that is used for making course-related eligibility decisions for students who are District residents (e.g., space availability in the course, meeting course prerequisites, academic requirements, conduct-related requirements, etc.). Preference shall be given for attendance in a course to any otherwise-eligible student whose primary school enrollment and attendance is within the public schools of the District and to residents of the District who are otherwise entitled to apply to take the course under state law or under any Board policy. If the District receives more nonresident student applications to attend a course than there are spaces available, determination of which students to accept shall be made in accordance with established procedures.

The District shall provide equal opportunities for students with disabilities to attend courses in the District under the “Course Options” program. If a question arises as to possible course accommodations or modifications for a student with a disability, or as to the District’s ability to implement the student’s IEP, the District shall contact the student’s parent or guardian and involve representatives of the school(s) responsible for the student’s current IEP to the extent necessary and appropriate.

Nonresident students attending courses in the District will have all of the rights and privileges of similarly-situated resident students and will be subject to the same policies and rules as similarly-situated resident students, except that the District shall not charge to or receive from the student any payment other than the payment that the student’s resident school district makes to the District pursuant to state law.

Provisions Applicable to All Students Seeking to Attend Courses Under this Policy

Transportation to and from any course(s) taken under this policy shall be the sole responsibility of the student’s parent or guardian, unless state or federal law otherwise requires the student’s resident school district or the educational institution that is offering the course to provide transportation.

Following the District’s initial acceptance of any course application(s) under this policy, the parent or guardian must provide timely written notice to the District confirming the student’s intent to attend the specific course(s). If this confirming notice is not received by the District prior to the date the course is scheduled to begin, the student will not be permitted to attend the course under this policy

LEGAL REF.: Section 118.13
118.145(4)
118.52
118.53
118.55