



POWAY UNIFIED SCHOOL DISTRICT

Off Campus Independent Study Contracts
(OCIS Contracts)

Requesting an OCIS Contract

1. Students requesting an OCIS Contracts must be out for a **minimum of 5 consecutive school days.**
2. Students requesting an **OCIS** contract for **five or more consecutive days** should notify the school office 5 - 10 days prior to departure.
3. The office will provide the student with a Master Contract and an Assignment sheets for each of the student's teachers. The contract must be signed and dated by all parties and returned to the office prior to the absence.
4. On the day the student returns the assigned homework is handed in to the office. The office turns in all of the assignments to the teachers for grading. When grading is completed the student attendance may be claimed for the days of absence.

Note: The OCIS contract contains three dates; the beginning date of the contract, the ending date of the contract, and the date on which the work is due.