

BYU INDEPENDENT STUDY COURSE INFORMATION

Students who have failed classes and therefore lost credit for the failed classes at LHS may be interested in the BYU independent study program. BYU independent study gives students the opportunity to take classes through their program and post the grade earned, either a "Pass" or "Fail", on the LHS transcript. A maximum of 2.0 credits may be earned from other accredited schools, correspondence or, as is the case with BYU, online coursework and may be applied toward an LHS diploma.

PRIOR to registering for any classes through BYU, students are required to meet with their counselor. They will be given a "STUDENT REQUEST FOR CREDIT TOWARD HIGH SCHOOL GRADUATION FOR LEARNING EXPERIENCES OUTSIDE OF THE REGULAR ISSAQUAH SCHOOL DISTRICT EDUCATION PROGRAM" form. This form must be signed by the student, parent/guardian, LHS Counselor and LHS Principal. Students who *do not* complete this form prior to registering for classes may not be allowed to apply the class toward an LHS diploma.

GENERAL INFORMATION (Courtesy of BYU)

The Independent Study's office hours are M-F 8:00am to 5:00pm, MST. Phone representatives are available M-F from 6:00am to 6:00pm, MST. We are closed on major holidays. Enrollment in BYU Independent Study courses is open to anyone that wants to take a course.

BYU Independent Study
206 Harman Continuing Education Building
P.O. Box 21514
Provo, UT 84602-1514

Website: <http://elearn.byu.edu>
Phone: 1-800-914-8931
Fax: (801) 422-0102
Email: indstudy@byu.edu

Accredited Courses

BYU is fully accredited by the Northwest Association of Schools, Colleges, Universities (NASCU), and the Commission on International and Trans-Regional Accreditation (CITA). Our accreditation source is reciprocal with other accreditation agencies, meaning that earned credits are generally transferable. However, it is always best to check with the school where you would like to transfer the credits before enrolling as it is up to them to determine how the credits transfer. We also have a number of courses that are NCAA approved.

How much does a course cost?

High school courses are \$124.00 per .5 unit. **Free** tutoring services through BYU are available for some online classes, and can be accessed by calling 1-800-914-8931 once a student is enrolled in the class.

How do I get a refund?

If for any reason you are dissatisfied with your Independent Study course, you can receive a refund based on the following:

1. If you withdraw within 10 days of enrollment, you will get a full refund.
2. If you withdraw within 120 days of enrollment, you will get a full refund minus a \$20 processing fee and minus \$10 for each submitted lesson or exam.
3. After 120 days, no refunds will be given.

To receive a refund, please send a signed letter to BYU Independent Study, 120 Harman Continuing Education Building, Provo, UT 84602. Please allow four to six weeks to receive your refund.

Time Schedule

Our courses are designed to be comparable to a semester or trimester course. You have up to one full year to complete each Independent Study course. A three-month extension may be obtained, if needed.

What is the difference between a paper course and a web course?

Independent study offers two formats for most courses; traditional paper format and web format. The difference between the two is the paper course students receive the course manual in the mail while web course students access the course manual online. Generally, content and textbooks are identical between the two. Refer to the online catalog for specifics.

Speedback

Assignments submitted online will receive immediate feedback and grading. Grades and feedback for mail-in assignments will be posted on the internet within 24 hours of receipt.

Each course is unique. Some courses have instructor-graded assignments, which your instructor grades by hand, and some courses have Speedback assignments, which are processed by computer. Some have a combination of the two. Instructor-graded assignment grades will usually be posted one to two weeks after you submit the assignment.

What do I do if I fail an exam or assignment?

Assignments and exams can be retaken for a \$10 fee per resubmission. You may resubmit assignments as many times as you like. However, you may only retake the final exam once. You must pass the final exam to pass the course.

How do I register? You can register three ways:

1. Online at <http://elearn.byu.edu> and click on the "Enroll" button.

2. By telephone at (toll free) 1-800-914-8931 or (local) 801-422-2868. Please have the following information when you call:

1. Social Security Number
2. A credit or debit card.
3. The name and seven-digit registration code for the course(s) you are interested in.
4. Liberty High School student, your **ACT code** is 480502.

3. By Mail with a letter containing the following information: Name, SSN, Address, Phone number, Date of birth, Gender, High School **ACT code** if applicable, e-mail address, course name and registration code for course(s) you are enrolling in, and a check for the amount of tuition (made out to Independent Study) or credit card information (numbers and expiration date).
MAIL TO: BYU Independent Study, 120 Harman Continuing Education Building, Provo, UT 84602-1531.

Some commonly accessed courses are:

<u>LHS Class</u>	<u>BYU Class</u>	<u>LHS Class</u>	<u>BYU Class</u>
Health	Hlth 41	Northwest Studies	Hist 51
English 9 (Semester 1)	Engl 41	World Studies (Semester 1)	Hist 61
English 9 (Semester 2)	Engl 43	World Studies (Semester 2)	Hist 63
English 10 (Semester 1)	Engl 45	European Studies (Semester 1)	Hist 65
English 10 (Semester 2)	Engl 47	European Studies (Semester 2)	Hist 67
English 11 (Semester 1)	Engl 51	US History (Semester 1)	Hist 41
English 11 (Semester 2)	Engl 53	US History (Semester 2)	Hist 43
English 12 (Semester 1)	Engl 55		
English 12 (Semester 2)	Engl 57		

How do I take the Final?

When the last assignment is submitted, BYU will ask the student where they would like to have the final sent.

Liberty High School students should have the final sent to their LHS Counselor, Liberty High School, 16655 SE 136th St., Renton, WA 98059. When the test is received, your counselor will contact the student to arrange a time to take the test. If the test is not taken within two weeks, it will be returned to BYU.