

Burbank Unified School District
Office of the Assistant Superintendent for Instructional Services
Petition to Enroll in an Online Health Course for Transfer of Course Credit

This form must be submitted to your School Counselor at least 10 school days before enrolling in an online course. Attached are the student's transcripts and the student's current schedule of classes.

Student Name: _____ **Date of Request:** _____

Student School ID# _____ **Special Education:** _____ **504** _____
(Mark with an "x")

For students currently enrolled in a Burbank Unified School District High School, the following information is required to transfer credits earned online at Brigham Young University during non-school hours or during the summer. NOTE: Students who do not receive prior approval before enrolling in a course will not be granted credit.

Name of Course(s): _____ Health HLTH 41 and _____ Education and Career Planning SELFG 57

Name and contact information for course provider: _____ BYU _____

Website: _____

Student must attach course syllabus and high school transcripts with this form. Number of Credits: _____

Reason for taking the course in this manner:

Notes and Restrictions:

- Course final exams must be proctored by a Burbank USD teacher who is a staff member at the student's school of residence. Student must solicit a teacher who agrees to proctor the final examination.
- There must be a compelling reason to take on online or correspondence course of original credit if the class is available on campus. **The student must carry a full load of six classes in addition to this on-line course.**
- The final determination of whether or not a class is acceptable for college admission purposes is made by each college and university.
- The course must be completed within one year as per the Date of Request on this form.
- This does not fulfill the mandated graduation requirement of 10 credits of service learning which must be completed by the end of the first semester of the senior year.

We understand that the student may be requested to provide sample assignments, log-in records, and /or take an assessment to determine mastery of course content. For further information, contact your School Counselor. We understand and have read Burbank USD Administrative Regulation 6146.1 High School Graduation Requirements.

Student's Signature: _____

Signature of Parent and/or Guardian: _____

(Space below this line is for school use only)
_____ Recommended _____ Not Recommended

Reason _____

Signature of School Counselor: _____ Date: _____

_____ Approved _____ Not Approved

Signature of Superintendent/Designee: _____ Date: _____