PE Independent Study credit is intended for students who wish to undertake specialized physical activities outside of the PE options offered by Marin Academy. The amount of time required for an independent PE activity may not be less than 20 hours per academic year to earn a half (1/2) PE point. Students may not receive PE points for Independent Study in increments smaller than a half point. Three-and-a-half (3.5) PE points must be earned prior to the end of the senior year to fulfill one’s graduation requirement. (See Student Handbook for further explanation of PE graduation requirements). Students must work with a sponsor (other than a parent) who will verify with a signature that the independent study has been completed. PLEASE SEE DIRECTIONS ON REVERSE.

Student: ________________________________

Grade: (circle one) FR SO JR SR

Anticipated Graduation Year: ________________

For Academic Year: (Date) ________________________________

PART I: Please describe the activity you have completed for credit.

PART II – Hours
  a. Total hours completed ________________________________
  b. PE points earned ________________________________

PART III – Sponsor (not parent)
  a. Name (required) ________________________________
  b. Signature (required) ________________________________
  c. Phone number (required) ________________________________

Part IV – Parent Signature (required) ________________________________

APPROVAL (signatures must be obtained in order)
  a. Advisor ________________________________ Date: ________________________________
  b. Class Dean ________________________________ Date: ________________________________
  c. Asst. Athletic Director ________________________________ Date: ________________________________
Directions for the PE Independent Study Completion Form

1. **When should I use this form?**
   When you have completed at least 20 hours of physical activity outside of Marin Academy-sponsored interscholastic sports, Marin Academy Outings, or MA classes such as Aikido, Outdoor Skills, Garden, or Dance.

2. **When is the PE Independent Study Completion Form due?**
   The Independent Study Completion Form is due AFTER you have completed your activity and BEFORE the following deadlines:
   - PE Independent Study done over summer break: Completion Form is due by the final day of the 1st quarter of the following academic year. NO CREDIT WILL BE GRANTED FOR SUMMER ACTIVITY IF THE COMPLETION FORM IS NOT SUBMITTED BY THE END OF THE 1ST QUARTER. (Please note that students may earn a maximum of one PE point for summer work and may earn PE independent study credit in one summer only.)
   - PE Independent Study done during the academic year: Completion Form is due by the final day of the 4th quarter of that academic year. NO CREDIT WILL BE GRANTED FOR ACTIVITY DURING THE ACADEMIC YEAR IF THE COMPLETION FORM IS NOT SUBMITTED BY THE END OF THE 4TH QUARTER OF THAT ACADEMIC YEAR.

3. **All those signatures—do I really need them?**
   Yes. Please fill out the form completely and obtain the sponsor and parent signatures before bringing it to your advisor.

4. **When will I be updated about my PE credits?**
   Advisors and Academic Counselors will receive an update from the Registrar’s Office for each advisee before parent conferences in the fall and spring of each school year. PE points earned as a result of participation on an interscholastic team, a MA class that receives a PE designation, an outing or completion of an independent study will be logged promptly, but not instantly. Review the bi-annual updates with your Advisor or AC to make sure our records are correct. Please know that once a student reaches 3.5 points, we will no longer track their PE credits.

5. **How are points earned?**
   For each 20 hours of physical activity logged, you earn a half (1/2) PE point. You may NOT earn PE points for independent study in increments smaller than a half-point. For example:
   - 20 hours equals a half-point,
   - 30 hours also equals a half-point,
   - 40 hours equals one point,
   - 60 hours equals one-and-a-half points, etc.

6. **Who can answer my questions about PE Independent Study?**
   Stop by to see Josh Kalkstein, Assistant Athletic Director, in his office in the Annex Building after 11AM. He can also be contacted via telephone (415-482-3237) or e-mail (jkalkstein@ma.org).