



**ACCESS**  
Stefan Bean, Ed.D. | County Superintendent

**Orange County Department of Education  
Independent Study Master Agreement  
Pacific Coast High School (PCHS)  
2026-2027 SCHOOL YEAR**

**FOR OFFICE USE ONLY**

DISTRICT OF RESIDENCE:	START DATE:	END DATE:
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**STUDENT AND PARENT/GUARDIAN/CAREGIVER CONTACT INFORMATION**

STUDENT NAME:		AGE:	DOB:
STUDENT EMAIL ADDRESS:		STUDENT PHONE:	GRADE (as of July 1st):
ADDRESS:			
PARENT/GUARDIAN/CAREGIVER 1:		PARENT/GUARDIAN/CAREGIVER PHONE 1:	
PARENT/GUARDIAN/CAREGIVER 2:		PARENT/GUARDIAN/CAREGIVER PHONE 2:	
PARENT/GUARDIAN/CAREGIVER 1 EMAIL ADDRESS:		PARENT/GUARDIAN/CAREGIVER 2 EMAIL ADDRESS:	
IS THE STUDENT A PROSPECTIVE NCAA STUDENT-ATHLETE? <input type="checkbox"/> YES <input type="checkbox"/> NO		If yes, it is the student’s responsibility to ensure that their selected courses meet NCAA eligibility requirements. Not all independent study courses may be NCAA-approved. Students should consult the NCAA Eligibility Center and their academic counselor to verify course approval and maintain compliance with NCAA regulations.	

This Independent Study Master Agreement (Agreement) outlines the terms and conditions for participation in the independent study program at Pacific Coast High School (PCHS). The Agreement includes supplemental documents (e.g., course contracts, pacing guides, assignment records, and syllabi) and subsidiary agreements (e.g., Course Registration Forms) as referenced herein. Student and parent/guardian/caregiver understand and agree to the following:

**A. CONDITIONS OF THE INDEPENDENT STUDY AGREEMENT**

1. Independent study is an optional educational alternative in which no student may be required to participate.
2. If a student is referred or assigned to independent study pursuant to Education Code section 48915 (expulsion) or Education Code section 48917 (suspended expulsion), instruction may be provided through independent study only if the student is offered the alternative of classroom instruction.
3. An individual with exceptional needs, as defined in Section 56026, may participate in independent study, if the pupil’s individualized education program specifically provides for that participation.
4. No independent study agreement is valid for any period longer than one school year.
5. A student whose family requests a return to in-person instruction shall be transitioned expeditiously and in no case later than five instructional days from the date of the request.
6. Student may not be concurrently enrolled as a full-time student in any other public school, including a public charter school.
7. Student agrees to follow all policies and guidelines of the school and the Orange County Department of Education. Policies and guidelines can be found on the school website and separate school section of this Independent Study Agreement.
8. The independent study program will provide content aligned to grade-level standards substantially equivalent to in-person instruction. High school students participating in independent study shall have access to all courses offered by OCDE for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria.

9. Student agrees to attend and participate in synchronous instruction and/or live interaction opportunities as required.

## **B. ASSIGNMENTS**

1. **Frequency of Assignments:** Student agrees to complete assigned independent asynchronous work at least weekly unless otherwise directed by the teacher. Assignment details located in subsidiary documents for each program include lesson plans, course agreements, or syllabus
2. **Submission of Assignments:** Assignments may be submitted in-person, via e-mail, OCDE designated online platform unless otherwise directed by the teacher, US mail, or other means pre-approved by the teacher.
3. **Maximum Length of Time:** Assignments must be completed and submitted within a maximum period of one month from the date the work is assigned. (Academic grade penalties may incur.) Under specific circumstances, with prior notification, the County Superintendent or their appointee (often the supervising teacher) may allow for a longer period of time, up to the agreement's termination date.

## **C. ACADEMIC PROGRESS**

1. **Reporting Academic Progress:** Academic progress may be reported via the student's assignment records, OCDE-designated platforms, and/or during required and designated check-ins with the teacher.
2. **Communication with Parent/Guardian/Caregiver:** Parents may participate in the check-in meetings between the student and teacher. Parents, students, and teachers may communicate via email and telephone calls during school hours.

## **D. OBJECTIVES AND SUPPLEMENTAL DOCUMENTS**

1. **Supplemental Documents:** Each course includes a course contract, pacing guide, assignment record and/or syllabus (collectively referred to as, "Supplemental Documents") that outlines the course descriptions, course standards/objectives, participation requirements, study methods, and other information necessary for student success in the course.
2. **Objectives:** The objectives and methods of study for each available course are on the website links below and are incorporated by reference as Supplemental Documents to this Independent Study Master Agreement: Pacific Coast High School website (<http://pchs.k12.ca.us/>) under the "Forms" tab or by following this direct link: <http://pchs.k12.ca.us/forms/>.

## **E. METHODS OF EVALUATION:**

1. Evaluation indicators include assignment completion, demonstration of skill, written test/report, student log, presentation, slide show, oral test/report and/or other methods identified in the course contract/syllabus.
2. The evaluation may also consider the student's engagement with course material, including attendance, timely submission of work, consistent communication with the instructor, and adherence to deadlines and pacing schedules as outlined in the course contract/syllabus.

## **F. AVAILABLE RESOURCES AND TECHNOLOGY**

1. Students may be provided academic and support services from certificated teachers, mental health service providers, school counselors, school nurses, tutors, and/or other school staff. In addition to personalized support, students may also receive curriculum and related instructional materials, such as textbooks, workbooks, access to online platforms and digital resources, access to libraries or e-libraries and other educational software.
2. **Technology and Internet:** Student may be provided with the connectivity and devices adequate to participate in the educational program and complete assigned work.
3. All provided materials are the property of the Orange County Department of Education and must be returned upon termination. Parents agree to pay for any lost, damaged, or unreturned materials.

STUDENT HAS ADEQUATE ACCESS TO THE INTERNET: <input type="checkbox"/> YES <input type="checkbox"/> NO	STUDENT HAS ADEQUATE TECHNOLOGY DEVICE(S): <input type="checkbox"/> YES <input type="checkbox"/> NO
STUDENT REQUESTS ACCESS TO THE INTERNET: <input type="checkbox"/> YES, TEACHER CHECK-OUT FORM DATE: _____ <input type="checkbox"/> NO	STUDENT REQUESTS TECHNOLOGY DEVICE(S): <input type="checkbox"/> YES, TEACHER CHECK-OUT FORM DATE: _____ <input type="checkbox"/> NO
STUDENT ACCEPTABLE USE AGREEMENT (MARK BELOW): <input type="checkbox"/> I HEREBY GIVE MY PERMISSION FOR MY CHILD TO USE OCDE TECHNOLOGY AND ACCESS THE INTERNET IN ACCORDANCE WITH THE ABOVE. <input type="checkbox"/> AT THIS TIME I DO NOT ACCEPT THIS AGREEMENT, NOR DO I GIVE PERMISSION FOR MY CHILD TO ACCESS THE INTERNET.	

**G. SATISFACTORY EDUCATIONAL PROGRESS**

1. When a student fails to make satisfactory educational progress or fails to complete four consecutive independent study assignments during the agreed assignment period, a documented evaluation process will be conducted to determine whether it is in the student’s best interest to remain on independent study.
2. Satisfactory educational progress will be measured by: (1) the student’s achievement and engagement in the independent study program, (2) completion of assignments, assessments, or other indicators that evidence the student is working on assignments, (3) learning concepts as determined by the supervising teacher, and (4) progress towards successful completion of the course of study as determined by the supervising teacher.
3. Satisfactory educational progress will be monitored by faculty advisors, supervising teacher, and/or course teachers. A written evaluation as to whether the student is making satisfactory educational progress will determine if the student should remain in independent study or return to a regular school program. The evaluation record will be considered a mandatory interim pupil record and must be maintained for a period of three years from the date of the evaluation.

**H. ACADEMIC AND OTHER SUPPORTS:**

1. Students who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with an individualized education program (IEP) or Section 504 plan, pupils in foster care or experiencing homelessness, and pupils requiring mental health supports have access to multi-tiers of intervention, including targeted and differentiated instruction, individualized or small group academic support and virtual intervention programs.

**I. TIERED RE-ENGAGEMENT**

1. The independent study program shall implement tiered re-engagement strategies for students who fail to generate attendance for more than 10 percent of the required minimum instructional time over four continuous weeks, do not participate in more than 50 percent of scheduled synchronous instruction in a school month (as applicable by grade span), or are in violation of the written agreement. These strategies shall include proactive interventions to support student engagement and academic progress.
2. Tiered Reengagement strategies shall include, but not limited to, the following procedures: (1) verification of current contact information for each enrolled student; (2) notification to parents or guardians within one school day of recorded nonattendance or lack of participation; (3) outreach from the school to assess student needs, including referrals to health and social services as necessary; and (4) a standard for requiring a pupil-parent-educator conference to review the independent study agreement and reconsider the program’s impact on the student’s achievement and well-being.

**J. PACIFIC COAST HIGH SCHOOL RULES AND RESPONSIBILITIES**

1. A modest dress code is required. Clothing that reveals undergarments, excessive uncovered skin, or displays alcohol, tobacco, or inappropriate messages is not allowed. Students will be warned and may be sent home.
2. Students agree to uphold the rules and guidelines established for student safety, success, and behavior while enrolled at PCHS.

3. Participation in all state-mandated testing (SBAC, Physical Fitness Test, ELPAC) is required.
4. Students are to be picked up and dropped off within 15 minutes of their on-campus class, seminar, lab, or tutorial.
5. Parent/Teacher/Student conferences can be requested at any time.
6. Student and Parent must attend a mandatory orientation meeting prior to enrollment.
7. If it is determined the student is not making progress, the teacher may hold a parent/pupil/educator conference (SST/SIT) to determine support or actionable next steps.
8. Students are responsible for the information and materials presented during any absences.
9. Parent agrees to provide assistance and support, and is required to check the completion and quality of assigned work on a regular basis.

**K. INDEPENDENT STUDY COURSES AND CREDITS**

1. The number of course credits to be earned upon successful completion of this Agreement will be determined by the number of courses the student registers for and is approved to take in the corresponding school year. Students are expected to complete 60 credits per year in graduation-required courses.
2. The Course Registration form, available on the school website and at <https://pchs.k12.ca.us/forms/>, must be approved by the school and signed by all required parties. Once approved, fully executed Course Registration forms will be incorporated into this Agreement as Subsidiary Agreements.

**L. SIGNATURES**

1. For independent study programs exceeding 15 school days, the written agreement must be signed before the program begins by the student, their parent or guardian (if under 18), the supervising certificated employee, and, if applicable, the certificated special education teacher.
2. This Agreement is entered into voluntarily by all parties and signifies their commitment to the terms and conditions herein, including the Supplemental Documents and Subsidiary Agreements, incorporated above.

Name (Printed)	Signature	Date
Student		
Parent/Guardian/Caregiver		
Supervising Certificated Teacher		
DOES THE STUDENT HAVE A CURRENT (check all applicable): <input type="checkbox"/> 504 <input type="checkbox"/> IEP Special Education Certificated Employee (if IEP checked)		



**ACCESS**  
Johnathan Bean, Ed.D. | County Superintendent

This is a supplemental agreement to the Master Agreement for any student who would like to enroll for the first trimester from 7/1/2026 - 8/5/2026.



**Pacific Coast High School**  
**Trimester 1 (7/1/2026 - 8/5/2026)**  
**Requested Courses**  
[See Available Courses](#)

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Course Title	Credits	✓ Repeat Course	Course Type	Length of Course
			<input type="checkbox"/> Online	Full trimester
			<input type="checkbox"/> Online	Full trimester

Total credits: \_\_\_\_\_

\*Complete if applicable

**NOTE: Parents – by submitting this document you acknowledge the following:**

- **Courses are filled on a first come, first served basis.**
- PCHS students are limited to enroll in a maximum of 10 credits during Trimester 1.
- Students and Parents are responsible to list any repeated classes due to failure or low grades.
- Students and Parents are responsible to monitor errors, omissions or changes to the student’s schedule to ensure all graduation requirements are met.
- Parents and Students are responsible to plan ahead for the student’s future and/or college preparations, including, meeting the [requirements for entrance to the University of California Colleges and California State Colleges](#). Students applying to a four-year college directly after high school graduation should use the [Graduation Checklist](#).
- Please [contact](#) the school counselor, Mrs. Alcantara at [aalcantara@ocde.us](mailto:aalcantara@ocde.us) or 714-245-6782, for assistance.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

This is a supplemental agreement to the Master Agreement for any student enrolling in direct/fundamental class(es).

Orange County Department of Education  
Pacific Coast High School  
14262 Franklin Ave #100  
Tustin, CA. 92780  
714.245.6496  
<http://pchs.k12.ca.us>

Date \_\_\_\_\_

Student's Name \_\_\_\_\_

Dear Pacific Coast High School Parent:

Pacific Coast High School offers Direct/Fundamental courses that are intended to give extra support to students who demonstrate a need. For Direct courses, attendance at weekly support classes is required and the course syllabus has been modified. The Direct/Fundamental courses are based on the California State Standards and prepare your student for high school graduation. Due to the modified syllabus, these courses will be listed on your student's transcript as NCP (Non-College Prep). As a result of this notation, immediately after graduating from high school your student may be eligible for admission to a community college, but will not be eligible for admission to a 4-year California State University or a UC. Students may be eligible for admission to a private college or university.

In addition, students enrolled in Direct/Fundamental courses will not be considered as candidates for National Honor Society (NHS), (California Scholarship Foundation (CSF), PCHS scholarships, valedictorian, or other honors or recognition based on grade point average (GPA).

Please sign below to acknowledge that you understand and accept the above information. Return this signed letter to Pacific Coast High School.

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Parent Signature

Date

If you and your student would like to participate in Direct/Fundamental courses, this signed letter will be required for registration and kept in your student's file. If you have further questions about your student's participation in the Direct/Fundamental courses, please do not hesitate to contact Pacific Coast High School at 714.245.6500.

Sincerely,

Eric Bagger  
Principal



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**Pacific Coast High School**  
**Fall (Trimester 2) 2026 Requested Courses**  
[See Available Courses](#)



Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Course Title	Credits	✓ Repeat Course	Course Type	Length of Course
(English-please fill in)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	Full trimester
(Math-must have 20 credits to graduate)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	Full trimester
(Science-must have 10 Phys. & 10 Life to graduate)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	Full trimester
(World Language or Fine Arts-must have 10 to grad.)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	<input type="checkbox"/> Full trimester <input type="checkbox"/> Quarter 1 or <input type="checkbox"/> Quarter 2
(Additional Elective-please fill in)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	<input type="checkbox"/> Full trimester <input type="checkbox"/> Quarter 1 or <input type="checkbox"/> Quarter 2
(Additional Elective-please fill in)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	<input type="checkbox"/> Full trimester <input type="checkbox"/> Quarter 1 or <input type="checkbox"/> Quarter 2
(Additional Elective-please fill in)			<input type="checkbox"/> Online <input type="checkbox"/> Hybrid *Time:	<input type="checkbox"/> Full trimester <input type="checkbox"/> Quarter 1 or <input type="checkbox"/> Quarter 2

Total credits: \_\_\_\_\_

\*Complete if applicable

**NOTE: Parents – by submitting this document you acknowledge the following:**

- **Courses are filled on a first come, first served basis.**
- PCHS students must be enrolled in at least 20 credits of PCHS courses, per semester, to attend PCHS.
- Students may add electives to the required courses above - refer to the Fall schedule.
- Students and Parents are responsible to list any repeated classes due to failure or low grades.
- Students and Parents are responsible to monitor errors, omissions or changes to the student’s schedule to ensure all graduation requirements are met.
- Parents and Students are responsible to plan ahead for the student’s future and/or college preparations, including, meeting the [requirements for entrance to the University of California Colleges and California State Colleges](#). Students applying to a four-year college directly after high school graduation should use the [Graduation Checklist](#).
- For assistance, please contact the school counselor, Mrs. Adriana Alcantara, at 714.245.6782 or aalcantara@ocde.us

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Pacific Coast High School

## Individualized Learning Plan

Student Name \_\_\_\_\_ Last Name First Name DOB \_\_\_\_\_ Grade: \_\_\_\_\_

### Goals While Attending PCHS

#### Academic Success – Graduation Date Goal

- Have a GPA of 2.5 or better
- Complete all assignments
- Complete the necessary courses each semester to lead to graduation
- Have strong Math & Writing Skills

#### College & Career Readiness

- Take a community college course
- Meet with the college counselor to make a plan
- Complete a career assessment
- Apply for a job
- Attend a college fair or tour a college campus

#### Life Skill Goals & Personal Growth

- Time Management
- Money Management
- Communication Skills
- Self Directed/Engaged Learning

#### School & Community Involvement

- Participate in a school club or activity
- Complete community service/Volunteer

Transition Plan - Please check as many as apply

\_\_\_\_\_ Attend a 2 year college  
\_\_\_\_\_ Attend a 2 year college with intent to transfer to a 4 year  
\_\_\_\_\_ Attend a 4 year college  
\_\_\_\_\_ Attend a job training program  
\_\_\_\_\_ Travel  
\_\_\_\_\_ Other \_\_\_\_\_

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature \_\_\_\_\_ Date: \_\_\_\_\_

This is a supplemental agreement to the Master Agreement for any non-vaccinated student enrolling in PCHS.



Orange County Department of Education  
Pacific Coast High School  
Non-Vaccinated Student Agreement

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ DOB: \_\_\_\_\_

**SB 276, SB 714 & SB 277 Pan - Immunizations**

Under Health and Safety Code section 120370 (Senate Bills (SB) 276 and SB 714 (2019)), all new medical exemptions for school entry must be issued through the California Immunization Registry-Medical Exemption website (CAIR-ME) beginning January 1, 2021. Medical exemptions can only be issued by doctors (MD or DO) licensed in California. Once a medical exemption is issued, the doctor must provide a printed or electronic copy of the medical exemption to the parents to give to their child's school. A medical exemption filed before 2021 at a school will remain valid until the earliest of:

- When a child enrolls in the next grade span (TK/K-6<sup>th</sup> grade, 7<sup>th</sup> -12<sup>th</sup> grade)
- The expiration date specified in a temporary medical exemption
- Revocation of the exemption because the issuing physician has been subject to disciplinary action from the physician's licensing entity

Students are required to be immunized for admission to school in accordance with Health and Safety Code section 120335 (SB 277). Students enrolled in an independent study program and do not receive classroom-based instruction are not subject to immunization requirements. The school is still required to request, maintain and report records of immunizations.

Pacific Coast High School (PCHS) offers an Independent Study, non-classroom-based, public school option for unvaccinated students.

**Parents and Student agree to the following requirements for enrollment:**

- Student will not attend in person any on-campus activities or school events, on-campus electives, courses, support courses, standardized testing, or teacher meetings, or interact on campus in person with other students.
- Student will not attend any in person off-campus school events including field trips, and graduations/promotions, or any other school affiliated events.
- Student may participate in web based/video/other electronic means of electives, support courses, teacher support, and teacher contact.
- Student may be required to meet with a teacher via electronic means as a condition of continued enrollment.
- Student may be required to meet with their supervising teacher for course instruction in person at specified locations determined by the supervising teacher or course instructor. Required in person meetings are determined by the supervising teacher or course instructors. Students must comply with required in person meetings to maintain enrollment.
- Student will abide by all other school requirements outlined in the Master Agreement; due dates, required contact, assignment criteria, etc.
- Immediate withdrawal of the student will occur if all above requirements are not followed.

**Individualized Education Program (IEP) Services**

- Students with IEP services may receive the specific IEP services set forth in the IEP on campus or at a designated OCDE location. Students may attend campus ONLY for designated individual IEP services.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_