



KAGMAN HIGH SCHOOL

United in Spirit Leading with Courage

Benjamin Jones Jr., M. APE
Principal

PART – TIME STUDENT REQUEST FORM & CONTRACT AGREEMENT

PART – TIME ENROLLMENT AT KAGMAN HIGH SCHOOL

Shirley Norita, M. Ed.
Vice Principal for Curriculum and Instruction

The CNMI Public School – Kagman High School strongly believes that there are more benefits for the students who remain in school full-time for four years, than could be achieved by being in school only part-time.

Francisca Bondoc, B.S. EEd
Vice Principal for Discipline

Notwithstanding this, I as a parent or guardian, request that the student named below is allowed to attend part-time following the rules and procedures for part-time students.

Student Name: _____

Main Office
Tel (670) 664-3781
Tel (670) 664-3196

PART-TIME REQUEST EXPLANATION... (List reason(s) for requesting part-time status)

CONDITIONS & RULES OF GRANTED PART-TIME STATUS

School Registrar
Bernie Babauta
Tel (670) 237-3193

1. The school counselor must pre-approve the mentioned student’s request for a part-time status prior to seeking final approval for part-time status by our Kagman High School principal. *Please note that the principal may approve or deny a student’s part-time status request.
2. Upon approval of the part-time status, the student must show verification of employment or other proof of time commitments that are approved or acknowledged by the principal and/or parent.
3. Students with an approved part-time status must leave campus after his/her last scheduled course for the day. Students found on campus thereafter will have his/her part-time status revoked and he/she will resume a full-time student status.
4. Students with an approved part-time status will only be allowed to stay on campus for the whole day when he/she signs in at the main office and obtains a visitors pass.

Attendance Office
Tel (670) 237-3133

My signature below indicates that I have read the conditions and rules of granted part-time enrollment at Kagman High School. I assume full responsibility for meeting all the requirements, rules, and conditions for being a part-time student.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

KHS School Counselor Pre-Approval: _____ Date: _____

KHS Principal Approval: _____ Date: _____

TITLE 60: BOARD OF EDUCATION

The 2002 amendments readopted and republished this section in its entirety with numerous amendments. The 2002 amendments amended subsections (a), (b), (e)(1) and (e)(2) and added (e)(3), (e)(4), (g) and (h). The notice of adoption for the 2002 amendments changed the proposed language of subsection (c). See 24 Com. Reg. at 19413 (July 29, 2002). See also the commission comment to § 60-20-001.

§ 60-20-422 Part-time Attendance

The PSS recognizes the need of some students to attend school on a part-time basis. The Board of Education has established this section regarding part-time attendance. It is the intent of this section to meet the individual needs of each student and at the same time establish rules and regulations that will preserve the discipline, health, and academic standards of the school.

(a) Eligibility Requirements

- (1) To be eligible for part-time attendance, the student must be a resident of the CNMI.
- (2) The student must be more than sixteen years old and less than twenty years unless the IEP of a student under 16 provides for part-time attendance. Students twenty years and older may apply and it will be at the discretion of the principal, and, in the case of a student with a disability, the IEP team, whether to approve part-time attendance for such students.
- (3) The student must have parent/guardian approval if under 18 years of age.
- (4) The student must demonstrate a definite need to attend school on a part-time basis.

Examples are:

- (i) Financial needs of student or family,
- (ii) Health problems of self or family,
- (iii) Vocational training in school or on the job,
- (iv) Enrollment in a school of higher education, and
- (v) Unique curriculum offerings.

(b) Application Procedure

- (1) The student must secure an appointment with the guidance counselor and school principal prior to classification as a part-time student. The student must complete a part-time attendance request form at the conference. Before any decision is given concerning the request, a conference must be held with the student's parent/guardian if the student is under 18 years of age. All applications and conferences must be completed during the time preceding the semester in which the student is to be enrolled on a part-time basis.
- (2) After an application has been submitted, the principal shall rule on the request and report to the Commissioner the names of all students who are to be enrolled on a part-time basis. This same report shall be transmitted to the Board of Education. In the event the principal denies the request, the student may appeal to the Commissioner who must respond in a reasonable time.
- (3) Part-time students are governed by the same rules and regulations that apply to regularly enrolled students.

Modified, 1 CMC § 3806(d), (e), (f).

History: Amdts Adopted 29 Com. Reg. 26433 (Feb. 15, 2007); Amdts Proposed 28 Com. Reg. 26217 (Oct. 30, 2006); Amdts Adopted 23 Com. Reg. 18263 (Aug. 16, 2001), Amdts Proposed 23 Com. Reg. 17965 (June 19, 2001); Amdts Proposed 20 Com. Reg. 16083 (Aug. 15, 1998); Amdts Adopted 5 Com. Reg. 2504 (Dec. 15, 1983); Amdts Proposed 5 Com. Reg. 2470 (Oct. 20, 1983).