

Certification Form for Independent Study

Section A: Independent Study Plan Certification

Pursuant to *Education Code (EC)* Section 46393, for Form J-13A submissions due to a school closure and/or material decrease in attendance occurring after September 1, 2021, a school district, county office of education, or charter school that provides a Form J-13A affidavit to the Superintendent, pursuant to *EC* Section 41422 (school closure) or *EC* Section 46392 (material decrease), shall certify that it has a plan for which independent study will be offered to students, pursuant to Article 5.5 (commencing with *EC* Section 51745) of Chapter 5 of Part 28 of Division 4. The independent study plan shall comply with all of the following:

- (1) Independent study is offered to any student impacted by any of the conditions listed in *EC* Section 46392 within 10 days of the first day of a school closure or material decrease in attendance. Students who are individuals with exceptional needs shall receive the services identified in their individualized education programs pursuant to paragraph (9) of subdivision (a) of *EC* Section 56345 and may participate in an independent study program.
- (2) Require reopening for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
- (3) Notwithstanding subdivision (c) of *EC* Section 51745 or subparagraph (F) of paragraph (9) of subdivision (g) of Section 51747, include information regarding establishing independent study master agreements in a reasonable amount of time.

A copy of the independent study plan, and if applicable, the state or local public health or public safety order that required school closure shall accompany the Form J-13A submitted to the California Department of Education.

I hereby certify that the independent study plan accompanying this Form J-13A submission meets the requirements described above and is true and correct to the best of my knowledge and belief.

Section B: Independent Study Offering Certification (For COVID-19 Closures only)

Pursuant to *EC* Section 41422, from September 1, 2021, to June 30, 2022, inclusive, a school district, county office of education, or charter school may receive credit for instructional days and minutes that were scheduled for in-person instruction, as demonstrated by the governing board or body approved calendar in place before the event, on days in which the school district, county office of education, or charter school was prevented from maintaining school due to impacts from COVID-19 provided that instruction was offered to all eligible pupils through independent study pursuant to Article 5.5 (commencing with *EC* Section 51745) of Chapter 5 of Part 28 of Division 4 and implementing regulations adopted thereunder.

I hereby certify that instruction was offered to all eligible pupils through independent study pursuant to Article 5.5 (commencing with *EC* Section 51745) of Chapter 5 of Part 28 of Division 4 and implementing regulations adopted thereunder during the school closure dates resulting from impacts due to COVID-19 listed in the Form J-13A request accompanying this certification.

School District Superintendent, Charter School Administrator, or County Superintendent (or designee):

(Typed Name)

(Signature; wet signature only)

(Date)

Certification Form for Independent Study Instructions

Why file:

Section A: Independent Study Plan Certification:

Pursuant to California *Education Code (EC)* Section 46393, any Form J-13A submission that includes emergency dates occurring after September 1, 2021 must be submitted with a signed Independent Study Plan Certification and a certified plan to offer independent study within ten days of the first day of a school closure or material decrease.

Note: The Independent Study Certification and independent study plan is only necessary for the local educational agency's (LEA's) first Form J-13A submission that includes emergency dates after September 1, 2021. To the extent that there are no changes to the LEA's certified plan, all subsequent Form J-13A submissions do not need to include the certification and certified plan.

Section B: Independent Study Offering Certification (For COVID-19 Closures only):

Pursuant to *EC* Section 41422, for COVID-19 related school closure Form J-13A requests for events occurring from September 1, 2021 to June 30, 2022, not including closures due to COVID-19 related staffing shortages, all eligible local educational agencies (LEAs) must provide an Independent Study Offering Certification to obtain instructional time credit for the closure.

How to file:

The Certification Form for Independent Study is available at <https://www.cde.ca.gov/fq/aa/pa/j13aforms.asp>. All applicable sections of the form must be completed. The executed certification form and certified independent study plan must be attached to the entire Form J-13A package and mailed to the California Department of Education (CDE).

Where to file:

Mail the entire Form J-13A package to:

School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

Section A: Independent Study Plan Certification:

Complete Section A to certify that the independent study plan accompanying the Form J-13A submission for emergency dates occurring after September 1, 2021 meets the described requirements and is true and correct.

Section B: Independent Study Offering Certification (For COVID-19 Closures only):

Complete Section B to certify that instruction was offered to all eligible pupils through independent study during the school closure dates resulting from impacts due to COVID-19 listed in the Form J-13A request accompanying the certification.

Signature:

The school district superintendent, charter school administrator, county superintendent, or a designee must sign the form. Only an original "wet" signature is acceptable for the Certification Form for Independent Study.