

# Regents' Scholarship

## 2009-2010 Course Allowance Application (Updated)



### PART I. ALLOWANCE RULES

- A school may seek a "course allowance" for human biology, biology agriculture, or physics: principles of technology to satisfy the science core requirements in place of the standard course counterpart. For example: If a school received a "course allowance" approval for human biology or biology agriculture, a student may complete this course during **the academic year that the course allowance was approved**, rather than completing the regular biology course and thus fulfill the Regents' Scholarship biology science requirement. If a school receives a "course allowance" approval for physics: principles of technology the student may complete this course, rather than completing the standard physics course and thus fulfill the Regents' Scholarship physics science requirement. Students who take human biology, biology agriculture or physics: principles of technology during a year in which the school did apply and/or receive a "course allowance" approval, these courses will not satisfy the scholarship science requirement(s).
- The *Course Allowance Application* may be filled out by the principal or counselor of the school seeking the allowance, however; it must be signed and dated by both the principal and the head counselor.
- The *Course Allowance Application* and other requested documents are to be submitted on an annual basis by **August 30**. We encourage early submission of the application so that schools may advise students accordingly. **Late or incomplete applications will not be reviewed.**
- Use one *Course Allowance Application* per course that you are seeking the allowance.
- Applications will be evaluated based on the following items: conclusive evidence of a lab component as part of the course, the administration of the CRT test, verification the course is taught by a teacher certified in the respective content area.
- A school will receive notification of determination 2-3 weeks after the complete application file has been received.
- Mail all application materials to:  
Utah System of Higher Education  
Regents' Scholarship  
PO Box 145114  
Salt Lake City, Utah 84115-5114

### PART II. SCHOOL INFORMATION (Please Print Clearly)

1. School Name \_\_\_\_\_
2. School Principal's Name \_\_\_\_\_
3. School Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
4. Telephone Number ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_
5. Circle the course you are seeking an allowance for:      Human Biology      Biology Agriculture      Physics: Principles of Technology

### PART III. DOCUMENTS REQUIRED FOR A COMPLETE COURSE ALLOWANCE APPLICATION

In order for the allowance application file to be considered the following **MUST** be submitted for each course that the school is seeking an allowance (incomplete applications will not be reviewed):

1. A course syllabi/outline specific to the course taught at the school for which the school is seeking the allowance. The syllabi/outline should provide information including topics covered in the class taught at your school and the use of labs to deepen students understanding of course content. (A copy of the State Core or District level information does not meet this requirement. Documentation needs to reflect school/teacher specific information.)
2. A course syllabi/outline specific to the standard course counterpart that the school is seeking an allowance.(A copy of the State Core or District level information does not meet this requirement. Documentation needs to reflect school/teacher specific information.)
3. A written statement from the school principal which includes the following information (**these questions must be answered to be considered as a complete application**):
  - Provide reason for seeking an allowance.
  - Attest that the course for which the allowance is being requested is taught by a teacher that is certified in the content area.
  - Is the standard biology/physics course offered at your school?
    - If not, why is the course not offered? How long has it not been offered?
    - If the standard biology/physics course is offered, how many students are currently enrolled in the course verses the course you are seeking an allowance?
  - Is there a lab component as part of the course you are seeking allowance for? If so, state the total number of labs that are a part of the course. (This should also be clearly reflected on the course syllabi/outline simply stating that there is a lab fee does not provide sufficient evidence of a lab component and content covered.)
  - Are students who take the course you are seeking an allowance for, required to take the CRT? (Students may be requested to submit their CRT scores.)
4. Include any other documentation you feel appropriate to submit as part of your school's *Course Allowance Application*.
5. A signed and dated *Course Allowance Application*.

Principal Signature \_\_\_\_\_ Date \_\_\_\_\_

Head Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**    Allowance Granted \_\_\_ Allowance Denied \_\_\_ Allowance applicable to the academic year of \_\_\_\_\_  
 Authorizing Signature \_\_\_\_\_ Date \_\_\_\_\_