

Physical Education Individual Student Exemption Request Form



Parent/Guardian:

The Illinois School Code, 105 ILCS 5/27-6, and the CPS Physical Education Policy require that students engage in a course of physical education for a minimum of 3 days per 5-day week in elementary school (Pk-8) and in each semester in high school (9-12) with limited exemptions enumerated below. **The Physical Education Policy mandates the Office of Teaching and Learning to monitor individual exemption requests granted by all schools. For SY25, the school administration must approve the Individual Student Exemption Forms and accompanying verification documentation. The forms and documentation must be retained at the school as an official record and are subject to state and district auditing.**

This form must be signed and submitted to your child's school administration to initiate the exemption process. The school team (counselor, athletic director, principal/designee) must verify each individual student exemption request utilizing the school process described in the Explanation Grid. Eligibility is determined on a case-by-case basis by school staff prior to granting approval. Approved exemptions apply only to the current school year and require the student to enroll in another academic course in place of Physical Education. **If a student is no longer participating in the exemption, they must be enrolled in a physical education course as soon as practical and based on the student schedule.**

*Note: The use of an exemption for a reason below does not exempt a student from the graduation requirements of **Health Education and Driver Education**.*

Name: _____ Student ID#: _____ Grade: _____

Exemption request reasons (select only one):

Grades 3-12:

- Ongoing participation in an adaptive athletic program outside the school setting
- IEP specifies time for special education supports and services in lieu of physical education

Grades 9-12:

- Enrollment in Junior Reserve Officer's Training Corps (JROTC) Program in Grades 9-12

Grades 11-12:

- Ongoing participation in an interscholastic athletic program in grades 11-12
- To enroll in academic classes which are required for admission to an institution of higher learning, provided that failure to take such classes will result in the pupil being denied admission to the institution of their choice in grades 11-12
- To enroll in academic classes which are required for graduation from high school, provided that failure to take such classes will result in the pupil being unable to graduate in grades 11-12

Student signature: _____ Date: _____

Parent/guardian signature: _____ Date: _____

----- For School Staff -----

Counselor/athletic director signature: _____ Date: _____
(If applicable)

Principal/designee signature: _____ Date: _____

If Designee, position: _____

Course or programming in lieu of physical education: _____

Verification documentation attached: Yes No

Physical Education Individual Student Exemption Explanation Grid

#	Exemption	Explanation
1	<p>Adaptive Athletic Programming: Ongoing participation in an adaptive athletic program outside the school setting</p>	<p>This exemption applies to students in Grades 3-12 enrolled in adaptive athletic programs outside the school setting, such as ongoing participation in Special Olympics.</p> <p>This exemption may be initiated by the parent/guardian or IEP Team.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. The student and parent/guardian or the IEP team initiate the exemption process by submitting a Student Exemption Form signed by the student and a parent/guardian. The signed Student Exemption Form must be accompanied by documentation of ongoing participation in an adaptive athletic program outside the school setting for the full School Year (August-June). 2. The Principal/Designee must verify the student has an IEP, approve the indicated reason for exemption, confirm documentation indicating ongoing participation in an adaptive athletic program outside the school setting, and sign and date upon confirmation.
2	<p>Special Education Supports and Services: IEP specifies time for special education supports and services in lieu of physical education</p>	<p>This exemption applies to students in Grades 3-12 who are eligible for special education services when a parent/guardian agrees the student must utilize the time set aside for physical education to receive special education support and services, or, if there is no agreement, the IEP team for the student determines that they must utilize the time set aside for physical education to receive special education support and services, which agreement or determination must be made a part of the individualized education program.</p> <p>This exemption may be initiated by the parent/guardian or IEP Team.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. The student and parent/guardian or the IEP team must initiate the exemption process by submitting a Student Exemption Form signed by the student and a parent/guardian given the conditions above. The IEP must determine: (a) the time set aside for physical education must be utilized for Special education Supports and services and (b) make this exemption part of the student's IEP before a student is exempted. 2. The Principal/Designee must verify that this exemption is made part of the IEP, and approve and sign/date the Individual Student Exemption Form.
3	<p>JROTC: Enrollment in Junior Reserve Officer's Training Corps (JROTC) Program in Grades 9-12</p>	<p>This exemption applies to students in Grades 9-12 who enroll at a school in a Junior Reserve Officer's Training Corps program. This exemption must be initiated by the student.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. The student must initiate the exemption process by submitting an Individual Student Exemption Form signed by the student and a parent/guardian. 2. The Principal/Designee must verify that the student is enrolled in JROTC, and sign/date Individual Student Exemption Form upon completion.

Physical Education Individual Student Exemption Explanation Grid

4	<p>Interscholastic Athletic Programming: Ongoing participation in an interscholastic athletic program in grades 11-12</p>	<p>This exemption applies to students in Grades 11-12 who participate in an interscholastic athletic program. This exemption may only be applied if the student participates in an interscholastic athletic program during the prior school year and declares the intent to continue for the year that they apply for the exemption. This exemption must be initiated by the student.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. Students must initiate the exemption process by submitting an Individual Student Exemption Form signed by the student and a parent/guardian. 2. The Athletic Director must verify the student completed the season in the interscholastic athletic program during the prior school year, the student intends to continue participation and is eligible to play. Upon confirmation, the Athletic Director must sign/date the Individual Exemption Form. 3. The Principal/Designee must approve and sign/date Individual Exemption Form.
5	<p>Course Required for College: To enroll in academic classes which are required for admission to an institution of higher learning, provided that failure to take such classes will result in the pupil being denied admission to the institution of their choice in grades 11-12</p>	<p>This exemption applies to students in Grades 11-12 who enroll in an academic class required for admission to an institution of higher learning, provided that failure to take the class would result in the students being denied admission to the institution of their choice. This exemption may apply when a student is required to complete a particular course or courses to be considered for entry in a particular college or college program (e.g., the student must take calculus as a prerequisite for entry in a university's engineering program). This exemption is only applicable if the student's schedule does not allow for a physical education course and is not enrolled in an elective course. In addition, this exemption applies when a student enrolls in an approved program of study, such as the International Baccalaureate (IB) Diploma Programme (DP), Advanced Placement (AP) Capstone, Career Technical Education (CTE), and College Programs that lead to an Associates degree. Note: non-required electives do not apply. This exemption must be initiated by the student.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. Students must initiate the exemption process by submitting an Individual Student Exemption Form signed by the student and a parent/guardian. 2. The counselor must confirm the academic course is required for admission into the institution of the student's choice. Also, the counselor must confirm there is no room in the student's schedule to take a physical education course, and the student's schedule does not reflect non-required, elective courses. 3. The Principal/Designee must approve and sign/date Individual Exemption Form.
6	<p>Course Required for On-Track Graduation: To enroll in academic classes which are required for graduation from high school, provided that failure to take such classes will result in the pupil being unable to graduate in grades 11-12</p>	<p>This exemption applies to students in Grades 11-12 who enroll in academic classes which are required for graduation from high school, provided that failure to take such classes will result in the pupil being unable to graduate. This exemption must be initiated by the student.</p> <p>School Process:</p> <ol style="list-style-type: none"> 1. Students must initiate the exemption process by submitting an Individual Student Exemption Form signed by the student and a parent/guardian. 2. The counselor must confirm the academic course is required for on-track graduation and the failure to take the course would result in the student being unable to graduate. Also, the counselor must confirm the student's schedule does not allow room for a physical education course, and the student's schedule does not reflect non-required, elective courses. 3. The Principal/Designee must approve and sign/date Individual Exemption Form.

Physical Education Individual Student Exemption Explanation Grid

Examples of Documentation Required for Exemption Verification (Non-Exhaustive)

1. Adaptive Athletic Programming

- Evidence of Participation/Sign-up in Special Olympics or other adaptive athletic programming throughout the school year

2. Special Education Supports and Services

- Letter from Case Manager stating exemption has been made part of the student's IEP and IEP runs through year exemption is applicable

3. JROTC

- Verification signature by administrator/designee

4. Interscholastic Athletic Programming

- Verification signature by administrator/designee

5. Course Required for College

- University program prerequisite list
- Letter/correspondence from admissions
- Evidence of enrollment in a specialized diploma/certification program or dual degree program that requires specialty courses in grades 11 and 12 in order to graduate (e.g., International Baccalaureate Diploma, AP Capstone, Career Technical Education (CTE), Early College Program that leads to an Associate's Degree by the end of grade 12.)

&

- Student schedule does not reflect non-required, elective courses.

6. Course Required for On-Track Graduation

- Student schedule showing retake of a failed course required for graduation in Grades 11 or 12.

&

- Student schedule does not reflect non-required, elective courses.