



Administrative Procedure 6262 **PHYSICAL EDUCATION (PE) WAIVER**

Responsible: Department of Student Activities and Athletics

PURPOSE

This Administrative Procedure shall describe and define protocols related to how a student may obtain a physical education credit waiver.

PROCEDURE

Waivers for Interscholastic Sports/Activities:

1. Washoe County School District (District) High School students may apply for a waiver of a **maximum of one physical education (PE) credit requirement** through an interscholastic athletic/activity program. Students may qualify for a one-half (.5) credit requirement waiver per season, providing the student completes the season in good standing.
2. Please Note:
 - a. Students cannot earn more than one waiver in a season but can earn two waivers in a semester if the student participated in two activities or sports that semester.
3. Requirements:
 - a. Coach/Athletic Director/Teacher must provide a list of students who qualify for a waiver within 4 weeks after the end of the season to the registrar;
 - b. District Interscholastic Athletic Program:
 - i. 60 or more hours of practice/competition per season; and
 - ii. Student must complete the season in good standing;
 - c. Also qualifies:
 - i. Fall Marching Band;
 - ii. Flag Team;
 - iii. Band Color Guard;
 - iv. Drill Team;
 - v. Spirit Team; and
 - vi. Song/Dance Team; and

- d. Club Sport Teams do not qualify for a PE Waiver because they are not interscholastic.
4. No additions to the list of teams or qualifying programs may be made without the approval of both the Office of Academics and the Department of Student Activities and Athletics.
5. Credit:
 - a. Credit requirements waived by this method may be earned at a maximum of one-half (.5) credit requirement per season, per sport/activity, no matter how many hours are involved in that sport or activity;
 - b. Students who WAIVE a PE requirement must still complete the appropriate number of credits to graduate. The waiver is for the requirement, not for the credit;
 - c. Athletic/Activity or Medical PE waivers may NOT replace credit already earned in a physical education class. See Administrative Procedure, Repeated Classes, for information about repeating PE to raise a grade;
 - d. Medical PE waivers are valid for one year only unless the doctor's note specifies the waiver is for a longer period of time; and
 - e. The PE waiver program is also applicable to students who are candidates for an Advanced or Honors Diploma.
6. Up to one credit of PE waiver from a school district outside of the District may be accepted if the waiver appears on the official transcript from the school. The PE waiver will be posted under the name of the school who issued the waiver.

Waiver Of More Than One Credit For Interscholastic Activities:

1. Waivers of more than one PE credit may be obtained through application to the Coordinator of Student Activities and Athletics.
 - a. Coaches of the sport (or the director such as band director) must file the waiver application using the PE Waiver Form on behalf of a student.
 - b. The Coordinator of Student Activities and Athletics will review the application and either approve or deny the application.
 - i. If the application is denied, the Coordinator of Student Activities and Athletics will email the coach/director the reason the application was denied and give the coach/director the opportunity to correct the application and refile for approval.

- ii. If the application is approved, the Coordinator of Student Activities and Athletics will sign the application, keep a copy on file, add the sport, coach, year, and activity to the Waivers list for that school. The Coordinator of Student Activities and Athletics will send an email to the coach, the athletic director, as well as the Student Accounting Manager so that the registrar is informed. All students who participate in the approved sport or activity will have a PE waiver if the student finishes in good standing as long as the coach/director remains responsible for that sport/activity. The coach/director must supply a list of the students who receive the waiver to the registrar each semester.

Waiver Of PE For Sports/Activities That Are Not Interscholastic:

1. Waivers of up to two credits may be obtained through application to the Coordinator of Student Activities and Athletics.
 - a. Coaches of the sport (or the director such as band director) must file the waiver application using the PE Waiver Form on behalf of a student.
 - b. The Coordinator of Student Activities and Athletics will review the application and either approve or deny the application.
 - i. If the application is denied, the Coordinator of Student Activities and Athletics will email the coach/director the reason the application was denied and give the coach/director the opportunity to correct the application and refile for approval.
 - ii. If the application is approved, the Coordinator of Student Activities and Athletics will sign the application, keep a copy on file, add the sport, coach, year, and activity to the Waivers list for that school. The Coordinator of Student Activities and Athletics will send an email to the coach, the athletic director, as well as the Student Accounting Manager so that the registrar is informed. All students who participate in the approved sport or activity will have a PE waiver if the student finishes in good standing as long as the coach/director remains responsible for that sport/activity. Students must supply a letter from the coach/director that the student participated in the sport/activity and finished the season in good standing. The coach/director may also supply a list of students in good standing to the registrar.
2. Waivers are earned for each semester in which the sport/activity takes place. Each waiver is .5 credit. Students who participate in more than one activity may earn a waiver for each sport/activity.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Administrative Procedure reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District.
2. This Administrative Procedure aligns with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) to include:
 - a. NAC Chapter 389, Examinations, Courses, Standards and Graduation, and specifically:
 - i. NAC 389.488 Exemption from physical education.

REVISION HISTORY

Date	Revision	Modification
05/15/2009	1.0	Adopted as Accepted Practice
02/01/2012	2.0	Revised: Accepted Practice
12/05/2013	3.0	Revised: Converted to Administrative Procedure
09/23/2015	4.0	Revised: Added acceptance of PE waivers from outside the District
08/17/2022	5.0	Revised: Changed to Department of Student Activities and Athletics, updated to reflect more than one waiver can be earned through application to that department.
3/6/24	6.0	Revised: Take out Director of Curriculum and Instruction.