

ARLINGTON INDEPENDENT SCHOOL DISTRICT  
2026-2027  
Procedure for Securing Off-Campus Physical Education Credit

**Summary:**

- Apply through your school counselor
  - Two Category options: Category 1 (Olympic level) & Category II (Private/Commercial)
  - Applications due the 3rd week of each semester
  - Final approval required by HPE Coordinator
  - Students must meet attendance and participation requirements to earn credit
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- All students interested in obtaining Off-Campus Physical Education credit will be directed to their counselor.
- The counselor will explain the two categories of Off-Campus Physical Education and give the student an Application for Off-Campus Physical Education.
- The completed application should be returned to the counselor.
- The counselor will then review the application with the principal and obtain the principal's signature on the application.
- The counselor will forward the application to the HPE Coordinator for final approval. After final approval, the application will be returned to the counselor.  
***No application will be accepted after the third week of each semester.***
- Upon receipt of the approved application, the counselor will send the "Off-Campus Physical Education Service Provider Application" to the coach or organization providing the Off-Campus Physical Education services. The provider will finalize the process by returning the application containing the "Acknowledgment of Responsibilities Statement" to the counselor.
- The counselor or principal designee will review the log and grade sheet each six weeks to verify that the student is meeting the AISD requirements for attendance and hours prior to entering the grade.
- If a comparable course meeting the grade level PE TEKS is available on the student's campus, the request for Off-Campus PE may be denied.

**ARLINGTON INDEPENDENT SCHOOL DISTRICT**  
**2026-2027**  
**Off Campus PE Categories**

<b>Requirement</b>	<b>Category I (Olympic-Level)</b>	<b>Category II (Private/Commercial)</b>
<b>Weekly Hours</b>	15+ hours/week	5+ hours/week
<b>Supervision</b>	Highly intensive, professional	Appropriately trained instructors
<b>Program Quality</b>	Exceptional (Superintendent approved)	High quality (Superintendent approved)
<b>Activity Level</b>	Moderate to vigorous	Moderate to vigorous
<b>School Day Impact</b>	Dismissed 1 class period	No release from school day

**CATEGORY I: Olympic Level**

- Students are supervised a minimum of 15 hours per week with highly intensive professional training.
- The training facility, instructors, and the activities involved in the program are certified by the superintendent to be of exceptional quality.
- The program requires students to engage in moderate to vigorous physical activity.
- Students qualifying and participating at this level are dismissed from school no more than one class period per day.
- Students do not miss any class other than physical education.

**CATEGORY II: Private or Commercial – Sponsored Non-Olympic level**

- Students are well supervised at least 5 hours per week by appropriately trained instructors.
- Programs are certified by the superintendent to be of high quality.
- The program requires students to engage in moderate to vigorous physical activity.
- Students who participate at this level are not dismissed from any part of the school day.

**GRADES/ATTENDANCE:**

- Grades will be based on attendance.
- A student must be in attendance 90% of the stipulated hours.
- A student who is absent from the Off-Campus PE site for more than 3 scheduled days must be verified by a doctor's note.
- If a student falls below the 90% threshold they will lose 10 points from their six weeks grade for each day missed.
- If a student is injured and cannot participate fully, it must be documented with a doctor's note. The student must still attend the required hours and complete an alternative activity.



ARLINGTON INDEPENDENT SCHOOL DISTRICT  
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Off-Campus Physical Education Service Provider Application

The Arlington Independent School District has agreed to consider physical activity offered at your site for credit in physical education if AISD guidelines are met. A visit to your site may be necessary during the school year.

Enclosed are copies of forms for recording attendance and grades for students at your site. Please make copies so that you will have the forms available for each six-week grading period. The grade and participation log forms should be mailed, emailed, or hand delivered by your organization to the campus counseling office. Students should under no circumstances deliver their grade reports to the counseling office at the student's school. The following guidelines are to be used in completing the forms:

- A student must be in attendance 90% of the stipulated hours, with no more than five (5) unexcused absences per semester. **Failure to meet application deadlines, attendance requirements, or grade submission timelines will result in loss of credit.**
- A Participation Log and Grade Reporting form must be completed and verified by your business or organization for each six weeks.
- The Grade Reporting form and Participation Log must be mailed, emailed, or hand delivered by your organization to the campus counseling office for each six-week grading period. **Failure to meet application deadlines, attendance requirements, or grade submission timelines will result in loss of credit.**
- Due to Grade Report schedules and Report Card deadlines, grades must be received by the counseling office no later than the 6-week grade report dates as specified on the Off-Campus Physical Education Participation Log and Grade Reporting Form.



ARLINGTON INDEPENDENT SCHOOL DISTRICT  
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Off-Campus Physical Education Service Provider Application

Student's Name \_\_\_\_\_ Student ID # \_\_\_\_\_

School \_\_\_\_\_ Counselor's Name \_\_\_\_\_

**Acknowledgment of Responsibilities Statement**

*\*To be filled out by the Service Provider\**

**I will meet the required provisions for the selected category of physical activity for the above-named student for the time periods and dates specified on their application.**

**I will provide an accurate participation log for all sessions. I further understand that I am responsible for submitting the participation logs and grade sheets to the campus counselor's office via mail, email or in person no later than the dates outlined in this packet. I realize that my failure to do so will result in the loss of Off-Campus Physical Education credit for my student.**

Organization Name: \_\_\_\_\_

Organization Contact: \_\_\_\_\_  
Last Name First Name

Physical Address: \_\_\_\_\_  
Address City Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Description of the Physical Education: \_\_\_\_\_

Name of Instructor: \_\_\_\_\_  
Last Name First Name

Instructors Qualifications/Certifications: \_\_\_\_\_  
*\*Please include copies of certifications*

Signature of provider: \_\_\_\_\_

**RETURN THIS PAGE TO SCHOOL COUNSELOR**

**IMPORTANT: AISD does not require off-campus physical education providers to conduct criminal background checks.**







ARLINGTON INDEPENDENT SCHOOL DISTRICT  
2026-2027  
Off-Campus Physical Education Grade Reporting Form

\_\_\_\_\_  
Student's Name (Print)

\_\_\_\_\_  
Student's ID#

\_\_\_\_\_  
School/Campus

\_\_\_\_\_  
Campus Administrator

\_\_\_\_\_  
Activity Site

Grade reports will be due to the school campus on the following dates:

September 18, 2026

October 30, 2026

December 18, 2026

February 11, 2027

April 2, 2027

May 21, 2027

Numeric Activity Grade: \_\_\_\_\_

**Grading Policy (Attendance-Based)**

- Students who miss 3 or fewer days per six weeks (excused absences) receive a grade of 100.
- For each additional day missed beyond 3 days, 10 points will be deducted from the student's grade.

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Date

*\*Attach to the Participation Log and submit to the campus counseling office on the dates specified above. **PLEASE NOTE:** Students not meeting the stipulated weekly hour requirements and/or attendance requirements will not receive credit. Grades must be received by the due dates noted above or students will not receive credit.*