

## P.E. Waivers

Students who participate in a nationally sponsored sports activity; including a professional dance company, can request a waiver of the Physical Education requirement from the Berkeley High School Attendance Office. Students must complete a minimum of 60 hours of physical activity in a semester to receive 5 P.E. credits. Students must complete a separate waiver each semester. Students who are already taking a P.E. class during the school day, may not complete a P.E. Waiver. Students participating in a BHS sponsored athletic team (football, basketball, LAX, etc.) may not complete a waiver. Students will automatically receive credits for a P.E. class or athletic activity.

### Waiver Process:

1. Fill out Parts 1 & 2 of the waiver.
2. Have your coach fill out part 3 at the beginning of the semester.
  - Have your coach write a letter.

#### **Coach letter must include the following:**

- i. MUST be on letterhead
  - ii. Your Name and the current date
  - iii. Your coach's contact information
  - iv. Assurance that you are meeting the state physical standards and competencies through the activity
  - v. The specific number of hours you will be engaged in. (**minimum 60 hours**)
  - vi. The coach /director who writes and signs the letter MUST also sign the waiver in the beginning of the semester, must also sign at the end of the semester.
3. Bring your letter and waiver to the Attendance Office by the deadlines advertised in the daily school bulletin and e-tree email to parents. The Attendance Office staff will file your letter and waiver and give you a yellow copy of your waiver. **Do not lose the yellow copy, as you may not get credit at the end of the semester.**
  4. Once you have completed your hours, have the same coach sign the yellow copy of the waiver (Part 4). Bring the waiver to the attendance office by the deadlines advertised to receive full credit.
  5. **Remember, your activity must:**
    - Be a structured athletic program, or a competitive (State-sponsored) team sport.
    - You must complete a minimum of 60 hours per semester or 5 hours per week.

## Here are a few examples:

<b>Activities that ARE accepted for P.E Waiver</b>	<b>Activities NOT accepted for PE Waiver</b>
A league soccer team	Your PE Class at BHS
A professional dance company	A dance group you started with friends
A martial arts class	A professional trainer
Berkeley YMCA Teen Program *	Working out in your neighborhood gym*

*\*At present, the Berkeley YMCA and Bridge Rock Gym are the only gyms approved by BHS for PE Waiver requirement. If you belong to a gym that wants to be considered for a PE Waiver, ask the gym's administrator to contact [heideweber@berkeley.net](mailto:heideweber@berkeley.net) request an application to be considered as a PE Waiver gym.*

6. Questions? Stop by the attendance office or email [pewaivers@berkeley.net](mailto:pewaivers@berkeley.net)

### **Other Important Information:**

1. Students who choose the YMCA to receive 5 PE credits **do not** have to worry about deadlines or picking up a PE Waiver. The YMCA handles and monitors students' credits on their end. Upon completion of their mandated hours, the YMCA turns in a final list to the attendance office for credit. For more information about the YMCA program, please contact Minx Manuel directly at [mmanuel@ymca-cba.org](mailto:mmanuel@ymca-cba.org)
2. Incoming Freshmen students may not complete Summer Waiver as they are not officially BHS students. Incoming freshmen may begin the P.E. Waiver process starting the fall of their freshmen year.
3. Freshmen students must attend a mandatory orientation meeting at the beginning of the fall semester.
4. Students *may not* combine two activities to receive 5 credits.