

FOR YOUR INFORMATION

LOS ANGELES UNIFIED SCHOOL DISTRICT
Division of Adult and Career Education

BULLETIN NO. 84 (Rev.)
June 25, 1997

SUBJECT: HOMEWORK POLICY STATEMENT ADULT ACADEMIC EDUCATION

- I. Background
- II. Homework in Adult Academic Education
- III. General Guidelines
- IV. Instruction Materials for Homework Assignments

This revision supersedes the bulletin of the same number issued on August 4, 1995. The content has been updated (see item III F) to reflect current Division procedure.

I. BACKGROUND

The Division of Adult and Career Education recognizes the need to provide a clearly defined homework policy based on the characteristics of the adult learner and course objectives that will improve student achievement.

Adult learners are serious students. Although they often need encouragement in their studies and positive reinforcement of their efforts in the classroom, care must be taken that homework assignments do not "overwhelm" these students or deter them from attending class.

Individual adult learners may differ widely in ability, but they have one common concern-very limited periods of free time. Most students work full-time jobs in addition to time spent in the classroom. Careful consideration of this fact must preclude any homework imposition.

II. HOMEWORK IN ADULT ACADEMIC EDUCATION

A. Definition of "Homework" for the Adult Learner

"Homework" covers a wide variety of activities designed to enhance the learning process. It includes, but is not restricted to, such traditional assignments as supplementary reading, completing prepared exercises, memorizing vocabulary lists or arithmetic facts, or writing weekly journals. Homework may also include viewing educational television, videos and films as well as visits to museums and libraries to complete assignments. Instructors should be innovative, as circumstances direct, tailoring homework assignments to individual student needs.

B. Required or Optional Homework

Homework may be assigned in academic teacher-directed classes (and in extenuating circumstances in Individualized Instruction Labs). In general, however, out-of-classroom homework is optional.

III. GENERAL GUIDELINES

- A. Homework may be issued to enable students to make up assignments missed because of absence from teacher-directed classes.
- B. Homework will be used only to reinforce, extend, or enrich course objectives.
- C. Homework assignments should be reasonable in length, content, and required resources necessary to complete assignments. Assignments should reflect the adult student's limited availability of free time.
- D. Homework assignments and due dates will be clearly explained by the teacher and understood by the student.
- E. Required homework assignments will be evaluated by instructors and reviewed with students in a timely fashion.
- F. Home assignments or homework may not be counted for apportionment in Individualized Instruction Labs, or teacher-directed classes.

IV. INSTRUCTIONAL MATERIALS FOR HOMEWORK ASSIGNMENTS

In teacher-directed classes, instructional materials required for homework may be provided to the student. Materials may include the loan of complimentary magazines and newspapers, pamphlets, duplicated worksheets and, in some unusual cases, books with deposit on textbook loan.

In Individualized Instruction Labs, extreme caution must be taken in loaning students instructional materials so as not to diminish the supply of essential materials necessary for the use of all students enrolled in the lab.

For Assistance, please call Molly Milner, Supervisor, Adult Academic Instruction at (213)625-6653, or Wayne Morrison, Director, Adult Instructional and Counseling Services Unit at (213)625-4632.

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