

HOME STUDY PROGRAM

There is no provision in the law that requires public school systems to participate in or contribute to home study programs. The mandate placed on the public education system calls for each local school superintendent to enforce the compulsory attendance of all children between the *ages of six and sixteen* in a public school, a private school or a home study program that meet legal requirements. Therefore, the Declaration of Intent form and the monthly attendance form must be completed for each student enrolled in a home school and submitted to the office of the local superintendent or designee.

Complete and return the Declaration of Intent to the address below within 30 days after the establishment of a home study program and by September 1st annually.

**Fulton County School
Records Management Office
Home Study Program
5270 Northfield Boulevard
College Park, GA 30349**

www.fultonschools.org/recordsmanagement

Phone Number (404) 763-5541

The Fulton County School System does not monitor, evaluate or endorse any products or services from *organizations* and *companies* listed in this packet. You should investigate the resources to determine their value and appropriateness for individual home school situations.

Requirements for Home Study Programs

1. Parent or guardian must annually submit to the superintendent of the local school district a Declaration of Intent to Utilize a Home Study Program by September 1 or within 30 days after a program is established. The local school superintendent will provide a form upon request for this purpose to be returned to that office.
2. The declaration must include the names and ages of the students, the address where the program is located, and the dates of the school year.
3. Parents or guardians may teach only their own children in the home study program provided the teaching parent or guardian possesses at least a high school diploma or a general educational development (GED) equivalency diploma, but the parents or guardians may employ a tutor who holds at least a high school diploma or a general education diploma to teach such children.
4. The home study program must include, but is not limited to, instruction in reading, language arts, mathematics, social studies, and science.
5. The school year must include the equivalent of 180 days of at least 4-1/2 hours of instruction per day unless the child is physically unable to comply with this requirement.
6. Monthly attendance reports must be sent to the local superintendent at the end of each month. The local school superintendent will, upon request, provide the reporting forms.
7. Students in home study programs shall be subject to an appropriate nationally standardized testing program administered in consultation with a person trained in the administration and interpretation of norm referenced tests. The student must be evaluated at least every three years beginning at the end of the third grade. Records of such tests shall be retained.
8. The instructor shall write an annual progress assessment report in each required subject area for each student. These reports shall be retained for at least three years.

For additional information contact the Fulton County Schools Records Department at (404) 763-5541. If further information is needed, contact the Georgia Department of Education at (404) 656-2800 or 1(800) 311-3627.

Contact Information

Georgia Department of Education
Home School Help Line: (404) 656-2446

Fulton County Schools Records
5270 Northfield Blvd
College Park, GA 30349

Phone: (404) 763-5541

Pertinent Information and Legal Citation

- ▶ Frequently Asked Questions
- ▶ OCGA §20-2-690 Home school
- ▶ OCGA §20-2-690.1 Compulsory attendance
- ▶ SBOE §160-5-1-.15 Transfer of Credits/Grades

Frequently Asked Questions

What are the basic provisions of the compulsory attendance law?	Every parent, guardian or other person residing within this state having control or charge of any child(ren) between their sixth and sixteenth birthdays must enroll and send such child(ren) to a public school, a private school or a home study program that meets requirements.
Who can operate a home study program?	Parents or guardians may operate a home study program for their child(ren) only, provided the parents or guardians meet specific requirements of the law.
Who is responsible for the enforcement of the law?	It is the duty of the local board of education and each local school superintendent to contact juvenile authorities if the forms are not sent to the superintendent as required by law.
According to the law, what is the first step in establishing a home study program?	Within 30 days after a program is established and by September 1 annually thereafter, the parents or guardians must file a Declaration of Intent with the local school superintendent. This Declaration must include the names and ages of the students, the address where the program is located and the dates of the school year. Upon request, the local school superintendent should provide the parent with the proper form
Are there any qualifications required for the parent who teaches the child?	Yes. If the teacher is a parent or guardian, s/he must have a high school diploma or general equivalency diploma (G.E.D.).
Can the parents or guardians employ someone else to teach in a home school program?	Yes, any employed tutor must have a high school diploma or general equivalency diploma (GED).
Does the law address curriculum requirements for home study programs?	Yes. The program must provide a basic academic educational program which includes (but is not limited to) instruction in reading, language arts, mathematics, social studies and science.
Is a home study program to be operated within specified hours?	No. The law only requires the program to operate the equivalent of 180 days or at least 4.5 (four and one-half) hours of instruction per day unless the child is physically unable to comply with this requirement.
Does the law specify any promotion requirements, testing or record keeping by the home study program?	The law does not specify any promotion requirements. However, it does stipulate that an "appropriate" nationally standardized testing program be administered in consultation with a person trained in the administration and interpretation of norm-referenced tests. The law further states that the student must be evaluated at least every three years, beginning at the end of third grade. Nationally-normed assessments must be given at the end of grades 3, 6, 9, and 12. Additionally, the records of such tests must be retained for three years.
Are progress reports or report cards required of home study programs?	The law states that the instructor must write an annual progress assessment report in each required subject area for each student and that the reports must be retained for at least three years.

Are home study programs required to keep attendance records?	Yes. The law requires that monthly attendance reports be submitted to the local school superintendent at the end of each month. Forms are available from your local school superintendent.
Should officials of the local public school system attempt to monitor the curriculum, the test program, student assessment process, student records or instruction time of home study programs?	No.
Are there any requirements in the law pertaining to facilities or health and safety standards?	No.
Are public school systems required by law to furnish for home study programs instructional materials, textbooks or services such as testing?	No.
Are there any state rules, regulations or guidelines concerning the grade placement of students or validation of credits earned by students in home study programs who are entering or returning to the public schools?	<p>Local boards of education are required to adopt policies and procedures for validating credit for courses taken in a home study program. The procedures at a minimum must include the following:</p> <ul style="list-style-type: none"> • probationary placement and satisfactory performance for one or more grading periods or • acceptable scores on tests focused on group placement, subject area and/or grade level.
Will high school students entering the public schools from home study programs be required to meet all state board rules concerning graduation requirements?	Yes. All students graduating from any state-supported Georgia high schools must meet all state requirements in regard to attendance, Carnegie Units and passing scores on the state assessment requirements.
What is the process for a home school student entering public school?	The public school may either test the student to place at the appropriate level OR the school may accept the school records to place for a probationary period of at least one grading period to see if the student is successful.
What is the penalty for being violation of this law?	Any person in violation of this law is guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed \$100 (one hundred dollars).
What steps should a local school superintendent take when a violation occurs?	The law requires the local school superintendent to notify the parent or guardian of the child and then to report to the juvenile or other court having jurisdiction.

RESOURCES for HOME SCHOOL

The following sources may be of help to you as you consider setting up a home study program for your child. No information is available from the department pertaining to the quality of service, program, or product from these sources. Because these sources are provided as an information service only, individuals should investigate them to determine their value and appropriateness for each home-schooling situation.

THE GEORGIA DEPARTMENT OF EDUCATION DOES NOT MONITOR, EVALUATE OR ENDORSE PRODUCTS OR SERVICES FROM ANY OF THE LISTED ORGANIZATIONS OR COMPANIES.

MATERIALS

Bob Jones University Press

Customer Service
Greenville, SC 29614-0062
Email: hsconsult@bjup.com
Phone 1-800-845-5731
Website: <http://www.bjup.com>
Provides curriculum and test materials

Calvert School Education Services

10713 Gilroy Road, Suite B
Hunt Valley, MD 21031
Phone: (888) 487-4652
Website: <http://www.calvertschool.org>
Email: inquiry@calvertservices.org
Curriculum for home school

Core Curriculum of America

14503 South Tamiami Trail
North Port, FL 34287
Phone: (888) 689-4626
Website: <http://core-curriculum.com>
Sells home school products

Curriculum Services

26801 Pine Avenue
Bonita Springs, FL 34135
Phone: 1-877-702-1419
FAX (239) 992-6473
Website: <http://curriculumservices.com>
Email: info@curriculumservices.com
Provides programs for home-school, K-12

PSC Edventures

Website: <http://edventures.com>
(800) 429-3110
Engineering and science-based enrichment curriculum, K-12

Home School Academy

334 Second Street
Catasauqua, PA 18032
Phone: (800) 863-1474
Fax: (610) 266-7817
Website: <http://www.bridgewayacademy.com>
Email: info@homeschoolacademy.com
An academy using the School of Tomorrow

Homeschool.com

<http://www.homeschool.com/>

Web site for materials and resources

Home Study International

P. O. Box 4437

12501 Old Columbia Pike

Silver Spring, MD 20914-4437

(800) 782-4769

FAX (301) 680-6577

Website: <http://www.hsi.edu>

Provides courses and programs, preschool through college

Home Tutors

598 Newlin Court

Lawrenceville, GA 30045

(770) 339-4613

FAX (770) 339-4944

Email: prohometutor@aol.com

Provides one-on-one instruction and year-round, small grouped programmed classes.

The Sound of Music

1980 Buford Highway

Buford, GA 30518

(770) 831-7432

FAX (770) 831-7871

Offers private and group lessons to enhance children's knowledge, enrichment and understanding of the art of music

Support Groups for Home Schooling**Georgia Home Education Association (GHEA)**

141 Massengale Road,

Brooks, Georgia 30205

Phone: (770) 461-3657

Website: <http://www.ghea.org>

Email: info@ghea.org

Atlanta Alternative Education Network (AAEN)

Hotline: (770) 463-6348

Website: <http://www.aaengroup.com>

Home Education Information Resource (HEIR)

P.O. Box 1128

Tucker, Georgia 30085-1128

E-Mail: info@heir.org

Web: <http://heir.org>

North Georgia Home Education Association

P.O. Box 5545

Ft. Oglethorpe, Georgia 30742

Contact: Tammy Drennan

Phone: (706) 861-1795

Email: bzpbooks@isp.com

Provides a beginners packet; sent by mail or e-mail.

CORRESPONDENCE PROGRAMS:

American School	(701) 418-2800 http://www.americanschoolofcorr.com
Blue Print Education	(800) 426-4952 http://www.blueprinteducation.org
Brigham Young University-Division of Continuing Education	(800) 914-8931 http://ce.byu.edu/is/site/index.dhtm
Calvert School	(410) 243-6030 or (888) 487-4652 http://www.calvertschool.org/
Christa McAuliffe Academy	(509) 575-4989 http://www.cmacademy.org
Citizens High School	(904) 276-1700 http://www.citizenschool.com/index.htm
Education Direct	(800) 275-4410 http://www.educationdirect.com
Home Study International	(301) 680-6570 or (800) 782-4769 http://www.hsi.edu
Indiana University School of Continuing Studies	(800) 334-1011 http://scs.indiana.edu/hs/highschooldiploma.html
James Madison High School	(770) 729-8400 or (800) 223-4542 http://www.jmhs.com
Keystone National High School	(800) 255-4937 http://www.keystonehighschool.com/
Laurel Springs School	(800) 377-5890 http://www.laurelsprings.com
Learning and Evaluation Center	(800) 255-4937 http://www.creditmakeup.com
Louisiana State University	(800) 234-5047 http://www.is.lsu.edu/highschool
North Dakota Division of Independent Study	(701) 231-6000 http://www.dis.dpi.state.nd.us/
Professional Career Development Institute	(800) 362-7070 http://www.pcdi-homestudy.com/
Richard Milburn High School	(800) 223-4542 http://www.rmhs.org/
Oak Meadow School	(802) 387-2021 http://www.oakmeadow.com
Seton Home Study School	(540) 636-9990 http://www.setonhome.org
Texas Tech University	(800) 692-6877 http://www.dce.ttu.edu
University of Arizona Extended Study	(800) 772-7480 http://www.ceao.arizona.edu/corresp/
University of California Extension	(510) 642-8238 http://learn.berkeley.edu/
University of Idaho	(877) 464-3246 http://www.uidaho.edu/isi/
University of Missouri Center for Distance & Independent Study	(800) 609-3727 http://cdis.missouri.edu
University of Nebraska-Lincoln Independence Study High School	(800) 700-4747 http://dcs.unl.edu/ishs/
University of Nevada-Reno Division of Continuing Education	(800) 233-8928 http://extendedstudies.unr.edu
University of Oklahoma Independent Learning High School	(800) 942-5702 http://ouilhhs.ou.edu/

University of Tennessee Distance Education and
Independent Study

(800) 670-8657
<http://www.study.utk.edu>

University of Wisconsin Learning Innovations

877-895-3276
<http://www.learn.wisconsin.edu/>

TESTING

Information on the required nationally standardized testing programs may be obtained from sources below or from the local public library or the home education support groups previously listed. Some private school administrators may be willing to assist home study parents in obtaining and administering the required tests. State law does not require public school systems to provide testing services. However, if a local school system voluntarily wishes to offer a service to parents for testing students not enrolled in that school system, the test instruments and materials used for these students should not be paid for with state funds. In addition, careful consideration should be given to keeping this test data separate from that of the public school system so that validity of the public school reports will not be compromised in any way.

Bob Jones University

<http://www.bjup.com/services/testing>
(800) 845-5731

The Sycamore Tree

<http://www.sycamoretree.com>
(800) 779-6750

ACCEPTANCE BY PUBLIC SCHOOLS OF TRANSFER CREDITS

When a student enrolls in a public school in this state from a non-accredited education program, the public school must validate the credit that being transferred in one of the following ways, as a minimum:

- Place the student according to records of prior educational programs for a probationary period of time covering at least one grading period. If the student shows satisfactory performance, transfer credit is awarded.
- Administer standardized or locally developed tests to the student and place the student according to the test results.

Public schools in this state accept student course credit from nonpublic programs if the program is accredited by the Georgia Accrediting Commission, the Georgia Private School Accreditation Council (GAPSAC), or one of the following regional accrediting agencies:

Middle States Association of Colleges and Schools (MSA)
New England Association of Schools and Colleges (NEASC)
North Central Association of Colleges and Schools (NCA)
Northwest Association of Schools and Colleges (NASC)
Southern Association of Colleges and Schools (SACS)
Western Association of Schools and Colleges (WASC)

According to the local board policy, each school must determine whether the transfer courses meet the required minimum core curriculum. The State Board of Education has adopted a uniformly sequenced core curriculum for grades kindergarten through twelve. The curriculum for Georgia public schools contains a set of content objectives for each grade level in K-8 and a set of objectives for each course in grades 9-12. The publication entitled the Quality Core Curriculum (QCC) is available from public libraries or is accessible on the internet at <http://www.glc.k12.ga.us>. You can find free curriculum resources, lesson plans, projects, teacher resources, educational web sites and more. The new Georgia curriculum, Georgia Performance Standards (GPS) may be found at <http://www.georgiastandards.org>.