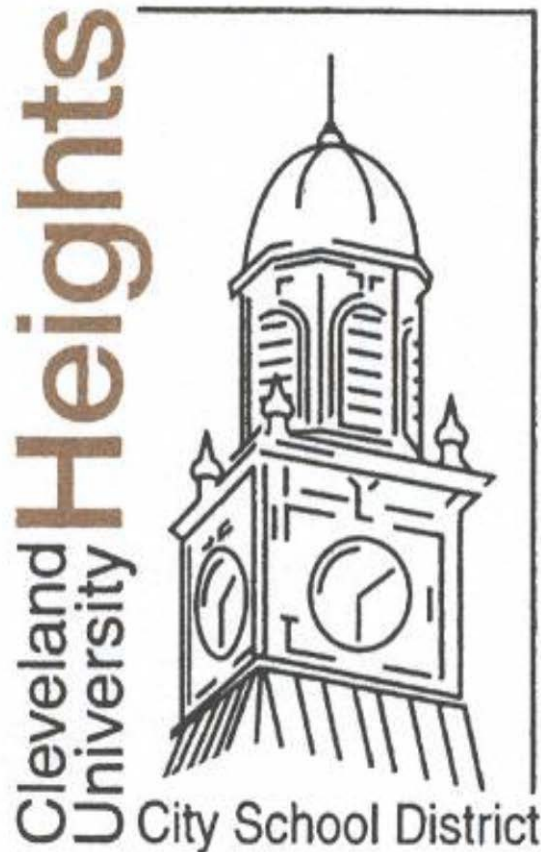


**Cleveland Heights-University Heights
City School District
Home Education (Home Schooling)**



**Home Education
(Home Schooling)
Guidelines and Procedures**

Registration Department

2155 Miramar Boulevard
University Heights, Ohio 44118-3397
216-320-2153 or Email:
p_christopherson@.chuh.org



Cleveland Heights-University Heights City School District Home Education (Home Schooling)

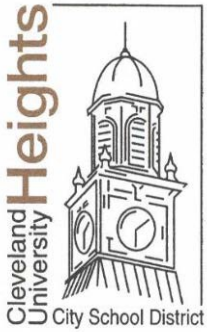
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Home Education (Home Schooling) Introduction

The Cleveland Heights-University Heights City Schools strive to reflect the spirit and diversity of the two communities we serve. We are proud to be a part of the tradition and achievement of our students, staff, and community. Although we believe in the excellence of our schools, we also recognize the freedom of educational alternatives and the viable option of Home Education (Home Schooling). Many parents think that on-line schools (<http://education.ohio.gov/Topics/School-Choice/Community-Schools/Forms-and-Program-Information-for-Community-School/Directory-of-Community-Schools-and-Sponsors>) fall into the category of home schooling, this is NOT true. Most on-line schools are considered Community/Chartered schools; they are considered public schools and not Home School. We have created Home Education Guidelines and Procedures to provide assistance to parents and guardians in structuring home education as well as to ensure compliance with state regulations. We hope to support you in providing your children with a quality home education experiences. If you have further questions, please call 216-320-2153.



Home Education (Home Schooling) Ohio Administrative Code 3301-34-03 Overview

The purpose of this code is to outline the conditions under which a child who is of compulsory school age may be excused from attendance for the purpose of Home Education (Home Schooling). Parents wishing to educate their children at home must:

- Provide notification to the superintendent/superintendent designee
- Provide a combined 900 hours of instruction in the following subjects:
 - Language, reading, spelling and writing
 - Geography, U.S. history, Ohio history, and national, state, and local government
 - Mathematics
 - Science
 - Health
 - Physical Education
 - Fine arts, including music
 - First aide, safety, and fire prevention
- The home education is provided by a person with a high school diploma or equivalent
- The state board permits, but does not require, part-time enrollment of home educated (home schooled) students in public schools.
- If part-time enrollment is permitted, it is supplementary in nature, and must be in addition to the required 900 hours.
- Parent/Guardian must provide an academic assessment report twice a year for each child being home educated.
- The superintendent or designee will review the academic assessment and determine if the child is making sufficient progress in home education.
- If it is determined that the child is not making sufficient progress, the parent/guardian will be notified.
- The parent/guardian must submit within 30 days a plan of remediation that is appropriate to the child's educational needs.
- The parent/guardian must submit a written narrative every quarter that evaluates the child's progress on their remediation plan.
- If there has been less than satisfactory progress the quarterly report must include an explanation as to why sufficient progress has not been made or why the curriculum plan was not covered.

- During the remediation period, if the child does not demonstrate appropriate progress, the Superintendent's Designee, after due process hearing, may revoke the child's excuse from attendance for home education (home schooling).
- The superintendent's designee must notify the parent/guardian of the right to appeal the decision in juvenile court within 10 days and the parent/guardian must enroll the child in a chartered school within 30 days.

Guidelines for Full-Time Home Education (Home Schooling)

1. To be excused from compulsory attendance for the purpose of Home Education (Home Schooling), a parent/guardian shall submit to the Superintendent's Designee, all notification requirements as specified in the Ohio Administrative Code 3301-34-03.
2. Students who are excused from attendance at school by reason of Home Education (Home Schooling) in accordance with the Ohio State Board of Education Regulations will be deemed to have withdrawn from enrollment in the Cleveland Heights-University Heights City School District during the period of Home Education (Home Schooling)
3. Home Educated (Home Schooled) students will be permitted to take the **Ohio state** tests at the prescribed grade levels. It is the responsibility of the parent/guardian to make arrangements with the School District's Director of Data, Research and Assessment. The Cleveland Heights-University Heights City School District will not authorize payment for testing outside the school district.
4. Students are excused from compulsory attendance for only the current school year, or the remainder of the current school year. Home Education (Home Schooling) in a subsequent year requires yearly re-notification to the Superintendent's designee.

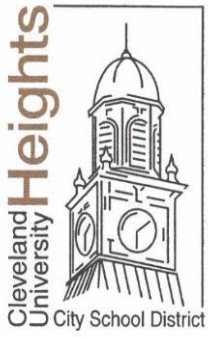
Accepted Standardized Tests

Recommended Accepted Tests in the State of Ohio

The following standardized, nationally normed tests yield percentiles and stanines, and are acceptable for submission for the Selective Enrollment Elementary and High Schools application process. If a test does not appear on this list, it is not an accepted test for the application process.

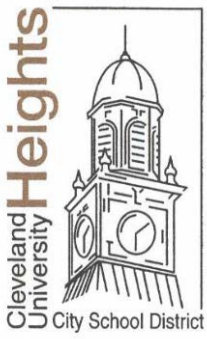
The test scores used to determine eligibility for the Selective Enrollment Elementary Schools and Selective Enrollment High Schools entrance exam are the previous year's reading comprehension and total mathematics scores from the ISAT or, if the student did not take the ISAT, scores from another nationally normed standardized test.

- * Terra Nova (normed 2007 or 2011)
- * Stanford Achievement Test 10
- * Iowa Tests of Basic Skills (ITBS)
- * Kaufman Test of Educational Achievement 2
- * Woodcock Johnson Achievement Test 3
- * Wechsler Individual Achievement Test 3



Procedures for Full-Time Home Education (Home Schooling)

1. Parent/guardian must submit to the Superintendent's designee a Home Education Notification Form. You may obtain a Home Education (Home Schooling) Notification Form by calling the Educational Service Department at (216) 320-2153.
- 2a. The Superintendent's designee will review the Home Education (Home Schooling) Notification Form within 14 calendar days of receipt, and determine if it is in compliance with the Ohio Administrative Code.
- 2b. Upon determination that the Home Education (Home Schooling) Notification Form is compliant, the Superintendent's designee will notify the parent/guardian that the child is excused from school attendance for the school year.
- 3a. Ohio Administrative Code requires an academic assessment report for each student who is home educated (home schooled) twice an year (in the Fall) and at the end of each school year. This report is required as the parents/guardian supply subsequent notification in order to continue Home Schooling.
- 3b. There are several options, which fulfill the requirement for an academic assessment:
 - = Provide results of standardized testing which demonstrate reasonable proficiency.
 - = Submit a written narrative by a certified teacher who has reviewed Portfolio samples of their student's work.
 - = Submit an alternative assessment as agreed upon by the Superintendent.



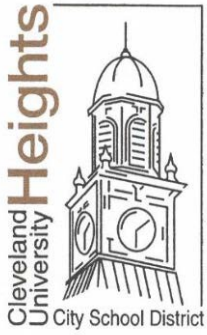
Guidelines for Part-Time Enrollment in Cleveland Heights-University Heights City Schools For Home Education

1. Only a student whose parent/guardian is a resident of the Cleveland Heights-University Heights City School District as defined in RC 3313.64, and who is being Home Educated (Home Schooled) under Ohio State Board of Education Rules Chapter 3301-34, may be considered for part-time enrollment in the Cleveland Heights-University Heights City Schools.
2. A home educated student enrolling part-time in the Cleveland Heights-University Heights City Schools shall complete all registration and residency requirements. All part-time enrolled students will be held accountable, and asked to sign the back page of the school District's code of conduct contained in the Rights and Responsibilities of Students Handbook, Board of Education Policy #5133. Students will also be expected to adhere to all building and classroom rules and regulations.
3. A home educated student enrolled part-time in the Cleveland Heights-University Heights City School District will generally be assigned to the school determined by residence. However, the district retains the right to assign a student to a school in another attendance area, if necessary, to comply with established class size guidelines or course availability.
4. Transportation to and from school will be the responsibility of the parent/guardian on a daily basis.
5. Part-time enrollment in the Cleveland Heights-University Heights City Schools shall be for minimum of a full semester; enrollment on a quarterly basis will not be permitted.
6. Elementary, middle school and high school students may be enrolled in a maximum of two courses per semester while being home educated. Vocational Education Programs are not an option for part-time enrollment due to their extensive course requirements. Elementary enrollment is limited to regularly scheduled classes: art, vocal music, and physical education. Additional elementary subjects are not an option for part-time enrollment since they are flexibly scheduled.
7. Enrollment in Cleveland Heights-University Heights City Schools on a part-time basis does not guarantee promotion to the next grade level or the issuance of a diploma from the school district.
8. Participation in any sport is based on established eligibility requirements. Students in grades 7-12 must be enrolled full-time during the period of athletic participation, and in addition, they must have been enrolled for at least one semester to be eligible for interscholastic athletics based on the Ohio High School Athletic Association Eligibility Code 4-4-1 and 4-4-4:

“In order to be eligible in grades 9-12, a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period. During the preceding grading period, the student must have received passing grades in a minimum of five one-credit courses or the equivalent which count toward graduation.”

“A student in grade 7 or 8 must be currently enrolled and must have been enrolled in school the immediately preceding grading period and received passing grades during that grading period in 75% of those subjects in which the student received grades.”

9. The final decision regarding admission and placement for a home educated student enrolled part-time in the district rests with the Superintendent of schools or his/her designee.

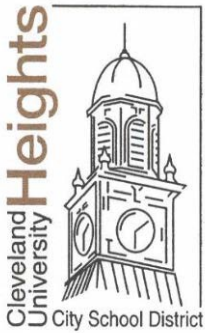


Procedures for Part-Time Enrollment in Cleveland Heights-University Heights City Schools For Home Education

1. A Part-Time Enrollment Application Form must be completed by the parent/guardian and submitted to the Superintendent's designee, no later than August 15th for the first semester of the coming school year, and December 15th for the second semester.
2. The building principal or Superintendent's designee will be informed of the parent/guardian application and will determine whether or not the request can be met in accordance with class size regulations and course guidelines.
3. The Superintendent's designee will send a decision letter to the parent/guardian within 10 business days of the receipt of the application form.
4. If the application is approved, the parent/guardian will present registration and residency requirements to formally register the child into the District through the Department of Student Services.
5. Permission to attend school part-time may be rescinded if it is demonstrated that the best interests of the child are not being met or if the child's continued presence would seriously disrupt the educational process. The decision to withdraw the child from part-time enrollment will be determined on a case-by-case basis in consultation with principal, parent/guardian, and the Superintendent's designee.

Re-Enrollment Guidelines and Procedures from Full-Time Home Education (Home Schooling)

1. The District shall enroll or re-enroll a child who has been home educated without discrimination or prejudice. The Superintendent or designee shall determine the appropriate placement in accordance with ORC 3319.01.
2. The parent/guardian enrolling the child must meet all registration and residency requirements.
3. Returning students will be encouraged to re-enter at the beginning of a grading period.
4. Placement will be made by the Superintendent or designated building principal based upon:
 - a. A review of the child's annual academic assessment reports
 - b. The age of the child
 - c. A review of any normed, standardized achievement tests or diagnostic assessments
 - d. Other evaluation information that may include, but is not limited to, interviews with the child and/or the parent/guardian and a review of the student's portfolio of academic work.
5. An evaluation and assessment of student progress in each course shall be documented with the following information:
 - a. A portfolio of work accomplished
 - b. Sample tests and test scores
 - c. Textbooks and resources used
 - d. Standardized test scores
 - e. Courses of study; curriculum guides used
 - f. Number of hours of instruction for each course
 - g. Grades from previous schooling
 - h. Interviews with the child and/or parent/guardian
6. Home Education (Home Schooling) credit may be granted on a case-by-case basis by the high school principal or designee. All home education courses will be given a grade of S/U (Satisfactory/Unsatisfactory). Credit will not be awarded for religious education, private musical instrument/voice lessons, youth group activities, field trips to: museums, libraries, zoos and similar experiences. The parent/guardian must provide an academic assessment report for each Home Education (Home Schooling) class for which equivalency credit is being requested.
7. Equivalency credits granted will not be included in the grade point average for class ranking and awards, but may be used for meeting graduation requirements.



Home Education (Home Schooling) & Graduation Requirements

A student wishing to graduate from the Cleveland Heights-University Heights City School District must pass the required Proficiency Tests and meet all the other state and district graduation requirements. In addition, a student must be enrolled and attending full-time for the last full academic year of high school in order to graduate with a Cleveland Heights-University Heights High School diploma.

If a person who has completed the final year of instruction at home, as authorized under section **3321.04** of the Revised Code, and has successfully fulfilled the high school curriculum applicable to that person may be granted a high school diploma by the person's parent, guardian, or other person having charge or care of a child, as defined in division (A)(1) of section **3321.01** of the Revised Code.

(B) Beginning with diplomas issued on or after July 1, 2015, each diploma granted under division (A) of this section shall contain either of the following:

(1) Certification signed by the Superintendent of the Cleveland Heights-University Heights City School District in which the student is entitled to attend school under section **3313.64** or **3313.65** of the Ohio Revised Code that the student and the student's parent have complied with state law regarding home instruction. The statement of certification shall read as follows:

"I certify that the student named in the diploma and the student's parent has complied with division (A)(2) of section **3321.04** of the Ohio Revised Code regarding instruction at home and the related rules of the Ohio State Board of Education."

A superintendent presented with such diploma for signature shall sign the diploma if the student and the parent have complied with division (A)(2) of section **3321.04** of the Revised Code.

(2) The official letter of excuse issued by the district Superintendent's Designee for the student's final year of home education.

(C) A person who has graduated from a non-charted non-public school in Ohio and who has successfully fulfilled that school's high school curriculum may be granted a high school diploma by the governing authority of that school.

(D) Notwithstanding anything in the Revised Code to the contrary, a diploma granted under this section shall serve a proof of the successful completion of that person's applicable high school curriculum and satisfactory to fulfill any legal requirement to show such proof.

(E) For the purpose of an application for employment, a diploma granted under this section shall be

considered proof of completion of a high school education, regardless of whether the person to which the diploma was granted participated in the assessments prescribed by division (A)(1) or (B)(1) or (2) of section **3301.0710** and section **3301.0712** of the Revised Code.

HOME EDUCATION RESOURCES

From the Ohio Department of Education

www.ode.state.oh.us

PERIODICALS

Homeschooling Today
1331 Cedar Circle
Fort Collins, CO 80524
(281) 492-6050

or

PO Box 1608
Fort Collins, CO 80522

Practical Homeschooling
P.O. Box 1250
Fenton, MO 63026
(503) 253-7345

The Homeschool Digest
Wisdom's Gate
P.O. Box 374
Covert, MI 49043
www.wisgate.com

The Teaching Home
Box 20219
Portland, OR 97220

Home School World
www.home-school.com/

NATHHAN
National Challenged Homeschoolers
P.O. Box 39
(208) 267-6246
www.nathhan.com

Cobblestone Publishing
(800) 821-0115

Home Ed. Magazine
www.home-ed-press.com

CURRICULUM

Abeka Book Publications
P.O. Box 19100
Pensacola FL 32523-9100
(800) 874-2352
www.abeka.com

Alpha-Omega Publications
P.O. Box 404, W. 21st St.
Greenville SC 29614
(800) 682-7391

Oak Meadow
Main ST, PO Box 740
Putney, VT 05346
(802)387-2021
www.oakmeadow.com

Timberdoodle
1510 E. Spencer Lake Rd
Shelton, WA 98584
360-426-0672
www.timberdoodle.com

Bradrick Family Enterprises
PO Box 2240-t
Port Orchard, WA 98366

Accelerated Christian Education
P.O. Box 299000
Lewisville TX 75029
(800) 925-7777
www.aceministries.com

Bob Jones University Press
1700 Wade Hampton Blvd.
Greenville, SC 29614
(800) 845-5731

The Riggs Institute
4185 SW 102nd Avenue
Beaverton, OR 97005
(503) 646-9459

Christian Liberty Academy
502 W Euclid Avenue
Arlington Heights, IL 60004
(800) 348-0899
www.homeschool.org

Curriculum Services
26801 Pine Ave
Bonita Springs, FL 34135
(941) 992-6381

Rod & Staff Publishers
1289 Jewett St.
Ann Arbor, MI 48104
(313) 769-4515

Educational Activities Inc.
1937 Grand Ave.
Baldwin, NY 11510
(800) 645-3739
www.edact.com

National Writing Institute
624 W. University # 248
Denton, TX 76201
(800) 688-5375
www.writingstrands.com

Saxon Publishers
2600 John Saxon Blvd.
Norman, OK 73071
(800) 416-8171
www.saxonpub.com

Peirson Learning
4350 Equity Drive
P.O. Box 2649
Columbus, OH 43216
(800) 321-TEACH

Math Teachers Press
St. Louis Park, MS 55416
(800) 852-2435

Critical Thinking Books
(800) 458-4849
www.criticalthinking.com

Essential Learning Institute
Learning Disability Solved
334 Second Street
Catasauqua, PA 18032
(800) 285-9089
www.ldhope.com

Northeast Educational Warehouse
Discount Curriculum Warehouse
334 Second Street
Catasauqua, PA 18032
(800) 685-3357
www.curriculumexpress.com

Click-A-Tutor
Online Tutorial Support
334 Second Street
Catasauqua, PA 18032
(800) 863-1474
www.clickatutor.us

Carson-Dellosa Publishing Group
P.O. Box 35665
Greensboro, NC 27425-5665
(800) 321-0943
www.carsondellosa.com

STATE APPROVED SCHOOLS

The following schools are approved by their State Department of Education.

American School of Correspondence
2200 E. 170th Street
Lansing, IL 60438
(708) 418-2800 (800) 531-9268
www.americanschoolofcorr.com

Home Study International
12501 Old Columbia Pike
Silver Spring, MD 20904-6600
800.782.4769
www.hsi.edu

Seton Home Study School
1350 Progress Drive
Front Royal VA 22630
(540) 636-9990
www.setonhome.org

Christa McAuliffe Online Academy
2520 W. Washington Avenue
Yakima, WA
(509)575-4989
www.cmacademy.org

Calvert Education Services
10713 Gilroy Rd., Suite B
Hunt Valley, MD 21031
(410) 785-3400
www.home.calvertschool.org/hs.welcome

A Beka Academy
P.O. Box 17600
Pensacola, FL 32522-7750
1-800-874-3592
www.abekaacademy.org

ACCREDITED SCHOOLS OR PROGRAMS

The following schools are accredited by a Regional Accreditation Association.

Keystone National High School
P.O. Box 19100
Bloomsburg, PA 17815-1564
(800) 255-4937
www.keystonehighschool.com

Laurel Springs School
PO Box 1440
Ojai, CA 93024-1440
(800)377-5890
www.laurelsprings.com

Alpha Omega Academy
300 N. McKemy Avenue
Chandler, AZ 856226
(800) 682-7396
www.aop.com

Lighthouse Christian Academy
PO Box 299015
Lewisville, TX 75029-9015
(866) 746-6534
www.aceministries.com

James Madison High School
Professional Career Development Institute
430 Technology Parkway
Norcross, GA 30092
(800) 223-4542
www.jmhs.com

Hocking College- Natural Resources Program
leading to an Associate's Degree
740-753-3591 ext. 2130
web@hocking.edu

Education Direct
Thomson High School
925 Oak Street
Scranton, PA 18515
(800) 228-0799
www.EduDirect-usa.com

Bridgeway Academy
334 Second Street
Catasauqua, PA 18032
(800) 863-1474
www.homeschoolacademy.com

OHIO SUPPORT GROUPS , ORGANIZATIONS, & RESOURCES

Tree of Knowledge; 1855 S. Taylor Road, Cleveland Heights, Ohio 44118: (216) 851-2221 ext. 227
www.treeofknowledge.us

Catholic Home School Network of America; PO BOX 2352, Warren OH 44484: www.chsna.org

Christian Home Educators of Ohio; (740) 654-3331 www.cheo.org

Ohio's Uniquely Challenged Homeschoolers (OUCH); call after 4pm Renee Silveraoli 440.944.4782

Home Education League of Parents; (TOLEDO), P.O. Box 98, Perrysburg, OH 43552:

Mansfield Christian Home School Program; 500 Logan Road, Mansfield, Oh 44907.

Ohio High School Athletic Association; 4080 Roselea Place, Columbus, OH 43214 (614) 267-2502 www.ohsaa.org

Ohio Home Educator's Network (AKRON/ CLEVELAND/ CANTON); www.homeeducators.net

Heads Up; Company designed to provide information and resources regarding children with special needs:
www.headsupnow.com

Home Schooling Daily; Belinda Augustus or Chris O'Conner (614) 801.9664 www.hsdaily.f2s.com

Home School Network of Greater Cincinnati; www.hsncincy.com/

Inches- Inclusive North Columbus Home Education Support; Temen O'Neill, oneill@netset.com or Diane Hopkins,
hopkins1@compuserve.com

Homeschooling and More (REYNOLDSBURG); Jenny Oney, jennyscience@juno.com

Ohio Council on Economic Education; provides numerous services including developing and disseminating instructional materials/kits for teaching economics and ready-to-made lessons online. www.ocee.org (614) 292-1178
cocee1@juno.com

EdChoice Scholarship allows students who are eligible to obtain a scholarship to attend a nonpublic school participating in the EdChoice program. Eligibility is based upon the performance of the public school building to which the student would be assigned or low income. EdChoice Scholarships are available to eligible home-schooled student who wish to enroll in a participating nonpublic school.

If you are looking for a home school support group in your area, please contact your local library for assistance and information.

INTERNET SITES

We Stand for Homeschooling <http://westandforhomeschooling.org/res/index.php>

U. S. Department of Education: www.ed.gov

Doctor Memory curriculum: www.Doctormemory.com

Home School Central: www.Homeschoolcentral.com

Ohio Department of Education: www.ode.state.oh.us

Used Educational and Homeschool Books: www.capitalbooks.com

Home Based Education Resources (curricula material): www.ed.gov/free

Family Education Resource: <http://www.familyeducation.com/golocal/0>

University of Missouri Distance Learning: www.cdis.missouri.edu

Home Schooling in Ohio: www.en.com/users/spthorn/school.html

Core Knowledge Series: www.coreknowledge.org

Holt Associates/Growing Without Schooling: www.holtgws.com

Home School Legal Defense Association: (540) 338-5600 www.hslda.org

Jewish Home Educators Network: www.snj.com/jhen/

Home School Zone: www.homeschoolzone.com

Ohio Academic Content Standards: www.ode.state.oh.us/Academic_Content_Standards/default.asp

Books

The Homeschooling Book of Answers, and The Art of Education, by Linda Dobson

The Homeschooling Handbook, by Mary Griffith

Teach Your Own, by John Holt

The Home School Manual by Theodore E. Wade

Homeschool your Child for Free by Laura Maery Gold & Joan M. Zielinski

***Disclaimer**

The Ohio Department of Education does not endorse the curriculum and other educational programs offered by the organizations listed in this guide. It is provided to assist you in your search for a suitable home educational program for your child (ren). We are not responsible for the content of any educational material received through these organizations. Please call or write these organizations for details of their curriculum. This is by no means a comprehensive list of available curriculum for you to choose, just a starting place.

List of Virtual Community Schools

From the Ohio Department of Education

www.ode.state.oh.us

Alternative Education Academy Grades K-12

www.ohdela.com

- 1830 Adams Street
Toledo, Ohio 43624
(866) 864-3352
(419) 242-6684
- 121 South Main Street, Suite 301
Akron, Ohio 44308
(866) 864-3352
(330) 253-8680

Buckeye On-Line School for Success (BOSS) Grades K-12

www.go2boss.com

519 Broadway
East Liverpool, Ohio 43920
(866) 642-9237
(330) 385-1987

Electronic Classroom of Tomorrow (eCOT) Digital Grades K-12

www.ecotohio.org

3700 South High Street, Suite 95
Columbus, Ohio 43207
(888) 326-8395
(614) 492-8884

Ohio Connections Academy Grades K-9

www.connectionsacademy.com/state/contact.asp?sid=oh

- 2727 Madison Rd, Suite 302
Cincinnati, Ohio 45209
(800) 382-6010
(513) 533-3230
- 500 West Wilson Bridge Road, Suite 130
Worthington, OH 43085
(614) 840-9401

Ohio Virtual Academy (OVA) Grades K-9

www.ohva.org

1657 Holland Road, Suite B
Maumee, Ohio 43537
(866) 512-2273
(419) 482-0948

TRECA Digital Academy Grades K-12

tda.treca.org/index.shtml

1713 Marion-Mt. Gilead Road

Marion, Ohio 43302

(888) 828-4798

(740) 389-4798

Virtual Community School of Ohio (VCS) Grades K-12

www.vcslearn.org

5969 East Livingston Avenue, Suite 210

Reynoldsburg, Ohio 43232

(866) 501-9473

(614) 501-9473

**Virtual Schools are not considered Home Instruction and registration is required. Please review disclaimer below.*

***Disclaimer**

Residents occasionally believe that on-line schools (<http://education.ohio.gov/Topics/School-Choice/Community-Schools/Forms-and-Program-Information-for-Community-School/Directory-of-Community-Schools-and-Sponsors>) fall into the category of home schooling, this is **NOT TRUE**.

Most on-line schools (virtual classroom schools) are considered Community and/or Chartered Schools, therefore a student interested in on-line classroom education must enroll into the virtual school and withdraw from the Cleveland Heights-University Heights City School District.



Home Education (Full-Time Home Schooling) Notification

Date Received: _____

OAC 3301-34-02 Statement of Purpose: The purpose of the rules in this chapter is to prescribe conditions governing the issuance of excuses from school attendance under section 3321.04 of the Ohio Revised Code, to provide for the consistent application throughout the state by superintendents and to safeguard the primary right of parents to provide the education for their child/ren. Home education must be in accordance with the law.

OAC 3301-34-03 Notification: A parent who elects to provide home education shall supply the following information to the superintendent/designee.

1. School year for which notification is made: 20 ____ - 20 _____

2. Birth Certificate Name of Child: _____

3. Birth date of Child: _____
Month Day Year

4. Student Current Grade Level _____

4. Name of Parent/Guardian:

Mother: _____

Father: _____

Guardian: _____

5. Home Phone or Cell Phone: _____

6. Address of Parent/Guardian:

Address Street City State Zip

7. In electing to provide home education for my child, I assure that the following will be included:

- a. Language, reading, spelling and writing
- b. Geography, History of the United States and Ohio; National, State and Local government
- c. Mathematics
- d. Science
- e. Health
- f. Physical Education
- g. Fine Arts including Music
- h. First Aid, Safety and Fire Prevention

8. I further assure that my child will be provided with a minimum of 900 hours of home education each school year and that the home teacher has one of the following qualifications. Please check:
- a. A high school diploma; or
 - b. A Certificate of High School equivalence; or
 - c. Standardized Test Scores that demonstrate high school equivalence; or if the home teacher does not possess one of the three times above, please list other qualifications, which you believe should be considered by the superintendent.
 - d. Other qualifications: _____

9. If the home teacher is other than the parent/guardian, please complete the following:

Last	First	M.I.
Address: _____		
City	State	Street Zip

10. Please provide an outline of the intended curriculum for the current school year. Please include additional Information on a separate sheet if necessary: _____
- _____
- _____
- _____
- _____
- _____

11. Please list the textbooks, correspondence courses, commercial curricula or other basic teaching materials that you intend to use for your home education. Please include websites:
- _____
- _____
- _____
- _____
- _____
- _____
- _____

I affirm that all the information supplied by me on this form is true and correct.

Signature of Parent/Guardian Date

Please return this form to the Department of Student Services, Cleveland Heights- University Heights Board of Education, 2155 Miramar Blvd., University Heights, OH 44118.



Cleveland Heights-University Heights City School District
Part-Time Enrollment Application for Home Educated Students

School Year: _____ Date Received: _____

Directions: Please Complete and submit to the Director of Special Programs and Compliance prior to the opening of school for the intended school year of enrollment

Student's Name: _____ Date: _____

Address: _____ Phone: _____

City: _____ Zip Code: _____

Parent/Guardian Name: _____

Student's School of Residence: _____

Student's Current Grade: _____ Grade for next school year: _____

<u>Course(s)/Subjects(s) Requested:</u>	<u>Approved</u>		<u>Reason</u>
1. _____	Yes	No	_____
2. _____	Yes	No	_____

I have reviewed and understand the Home Education Administrative Regulations and Procedures. I have provided the superintendent's designee with all home education notification requirements and have fulfilled all obligations as specified in the Ohio Administrative Code Regulations 3301-34-01 through 3301-34-06 including the assurance that my child will be provided a minimum of nine hundred hours of home education this school year. I also understand that transportation is my responsibility. A student must be a resident of the district and meet regular school enrollment requirements, comply with and be held accountable to the district's student code of conduct and will be assigned on a space availability basis.

Parent/Guardian Signature Date

The following documentation is necessary for part-time enrollment:

[] Approved Home Education Notification letter [] Registration Form

Superintendent/Designee's Signature Date
Please return to Department of Student Services, Cleveland Heights-University Heights Board of Education, 2155 Miramar Blvd., University Heights, OH 44118



**Cleveland Heights – University Heights City School District
Acknowledgement of Receipt of Tiger Expectations & Guidelines – Code of Conduct**

Please sign and return to your school office. A copy of this acknowledgement will be placed in the student’s cumulative file located at the school or uploaded to the student’s record on Infinite Campus.

_____ a student in the _____ grade at _____ School,
(Student Name) (Home School Name)

hereby acknowledge by our signatures that we have received the Tiger Expectations & Guidelines, Code of Conduct. We understand that these policies apply to all students while on campus, at any school-sponsored activity and, in certain cases, off campus.

(Student Signature)

(Date)

(Parent/Guardian Signature)

(Date)



Dear Home Education (Home Schooling) Parent:

In order to fulfill the requirements of the State Board of Education regarding the **Academic Assessment** of home educated (home schooled) children, please complete this form and return to Mrs. Gael F. Cooper, Cleveland Heights-University Heights Board of Education, 2155 Miramar Blvd., University Heights, OH 44118. In addition to the general information requested, also complete either Option A, B, or C.

General Information:

Academic Assessment for Home Education in school year: 20____ - 20____

Name of Student: _____ D.O.B. _____

Name of Parent/Guardian: _____

Address: _____

Home Phone: _____

Student Current Grade Level _____

Option A (Achievement test):

My student took a nationally normed standardized achievement test, which meets the requirement described in Rule 3301-12-02 of the Administrative Code.

1. Test administration by:

Select only one of the following:

- The Cleveland Heights-University Heights School District's testing program

School: _____ Date: _____

- A certified teacher

Name: _____

Certificate No.: _____

State of Certification: _____

Type of Certificate: _____

Expiration Date: _____

- A person mutually agreed upon by the parent and superintendent/designee (include dated agreement).

- A person authorized by test publisher (include a statement of administrator's qualifications).

Name: _____

Name of test publisher: _____

2. Test Result(s): Include copy of test scores if not participating in Cleveland Heights-University Heights School District testing program.

Test Name: _____
Composite test score/National Percentile: _____
Name of Test Facility: _____

3. In order to be recognized as “performing at a reasonable level of proficiency”, your child must earn a composite score at or above the twenty-fifth national percentile.

My child has earned a composite score at or above 25th percentile (circle one) Yes/No

Option B (Written Narrative):

1. Narrative by:

Select one of the following:

Certified teacher

Name: _____
Certificate No.: _____
State of Certification: _____
Type of Certificate: _____
Expiration Date: _____
Date Student Tested: _____

A person mutually agreed upon by parent/guardian and superintendent / designee. (Include a copy of dated agreement with the superintendent/ designee).

2. Enclose written narrative.
3. The academic progress for my child is in accordance with his/herabilities.
(Circle one) Yes No

Option C (Alternative Assessment):

1. Alternative Assessment by:

A person was mutually agreed upon by myself and the superintendent/ designee (include a dated copy of the agreement and administrator’s qualifications)

Name: _____

2. Enclose assessment record
3. The academic progress for my child is in accordance with his/herabilities.
(Circle one) Yes No

I/we affirm that the information provided is true and correct to the best of my/our knowledge.

Date Signature of Affirmation – child’s parent/legal guardian

Date Signature of Affirmation – child’s parent/legal guardian



Withdrawal from Home Schooling Notification

Date: _____

Student: _____ Grade: _____

Parent/Guardian Name: _____

Address: _____

Telephone: _____

Reason for Withdrawal:

a) Moving out of the Cleveland Heights-University Heights School District

New Address: _____

b) Not moving out of the Cleveland Heights-University Heights School District; enrolling in

CH-UH Schools

Non-public school

Community school

Other

New School: _____

Address: _____

c) Did your child/student graduate: Y or N

Parent/Guardian Signature: _____

Date: _____

Please return this form to Mrs. Gael F Cooper:
Cleveland Heights-University Heights Board of Education
2155 Miramar Boulevard
University Heights, OH 44118