



NON-PUBLIC / NON-ACCREDITED

GUIDELINES

2019-2020

Mr. Kirk Booe
Assistant Superintendent for Secondary Instruction

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PREFACE

Sometimes it is necessary to advise a parent as to how to proceed with a home schooling desire. Please assist the parent in the following ways:

1. Assist the family in registering with the State Department of Education, as an official home school provider.
 - IN DOE Contact for 2019: Audra Hacker
 - Phone: 317-232-9111
 - Fax: 317-232-9121
 - Email: ahacker@doe.in.gov
2. Have them fill in the TSC form entitled: **Intent to Home School** and forward a copy to the Office of Secondary Instruction.
3. Review the procedure they must follow when securing high school credits in English, Social Studies, Science, or Mathematics.



TIPPECANOE SCHOOL CORPORATION HOME SCHOOL ADMINISTRATIVE GUIDELINES

Some parents wish to instruct their children at home rather than sending them to a public school. During the planning stages of these home-school programs, parents often ask school officials for information and assistance. School personnel should be available to provide reasonable assistance to parents setting up home schools. Home schools operate with minimum supervision from the Indiana Department of Education. To assist our school personnel in providing consistent and effective information to parents, the following should be read by school personnel before and during their communication with home-school parents.

RESOURCES:

It is the position of the Tippecanoe School Corporation that parents electing to home school student/s must provide all textbooks and materials for the instructional program. TSC will provide access to available copies of the catalogs offering textbooks for parental purchase. The Director of Student Services may be contacted by school personnel for assistance in locating catalogs and soliciting contacts for the various publishers. Securing teacher edition texts is an issue to be resolved between the home-school parent and the publisher. Tippecanoe School Corporation will not collect or expect payment of textbook rental fees from families electing to home school their child/ren unless their child/ren is enrolled in instruction in the Tippecanoe School Corporation.

Curriculum guidance for the most up-to-date Indiana Academic Standards for all subjects is found online. Parents are encouraged to visit the DOE website www.doe.state.in.gov for current state requirements and homeschool law details, more specifically <http://www.doe.in.gov/standards>. Course titles and descriptions, and diploma requirements are also found online. The Office of Instruction will assist any family needing help in finding this information online.

ELEMENTARY / MIDDLE SCHOOL ENROLLMENT:

Students who enroll in our middle and elementary schools, from a non-accredited school, may be given a test to assist school officials in an appropriate placement. The building principal shall identify the test instrument and assign school personnel to administer the test. Absent any formal evaluation, placement based on the student's age will be made and periodically reviewed by school officials.

HIGH SCHOOL ENROLLMENT:

Students who enroll in our high schools, from a non-accredited school, may secure credit for home-taught courses by taking and successfully passing the corresponding final exam as administered by Tippecanoe School Corporation personnel. Credit from home-taught courses will be recorded as credit and grades. Students who are home schooled will be allowed to take up to 3 classes at either high school to enrich their home school experience. These students are enrolled in TSC courses, but not considered TSC students. To be considered a TSC student, students must enroll with TSC full time. Full time enrollment consists of 6 courses minimum at either TSC high school. Students who enroll full time at a TSC high school can have their home school grades and credits transcribed if:

- the student participated in an instructional program that was provided by an accredited instructional provider who issued grades and credit. These grades and credits will be transcribed as though they were transferred from another high school.
- the student did not participate in an accredited instructional program, but earns a grade of at least 70% on a TSC developed final exam for the equivalent course. The student's test score will be recorded as the semester grade on the transcript and credit equal to TSC credit will be issued.

Home schooled students may earn a TSC diploma only if they have been a full-time TSC student during their senior year.

PARTICIPATION IN EXTRA CURRICULAR ACTIVITIES:

Home school students may be eligible to participate in middle school or high school extra-curricular activities, including athletics, in the public school serving the student's residence, provided that:

HIGH SCHOOL: The student meets the required IHSAA eligibility rules paraphrased as follows:

1. Proof of residency; and
2. Student has been homeschooled for the previous three years in succession; and
3. Student completes state-wide examinations authorized by the Indiana Department of Education; and
4. Student submits grade information to affirm passing all courses; and
5. Student is enrolled and attending at least one full credit subject within the school.

For exact criteria refer to the IHSAA By-Laws and Articles of Incorporation Rule 12-5 entitled Enrollment in a Non-Public, Non-Accredited School.

MIDDLE SCHOOL: The student meets the following requirements:

1. Proof of residency; and
2. Student has been homeschooled for the entire previous school year; and
3. Student completes state-wide examinations authorized by the Indiana Department of Education; and
4. Student submits grade information to affirm passing all courses; and
5. Student is enrolled and attending at least one full credit subject within the school.

Eligible homeschool students will adhere to all applicable athletic, extra-curricular, and school codes of conduct or policies.

WITHDRAWAL TO NON-ACCREDITED NONPUBLIC SCHOOL LOCATED IN INDIANA

IC 20-33-2-28.6 requires this form to be completed in order to withdraw a high school student to a non-accredited nonpublic school, including homeschool

Name of Student: _____

Name of Parent/Guardian (if student under 18): _____

Date of Withdrawal: _____

Student will be attending (*select one*):

Homeschool located in Indiana

- *If available, please attach the completed homeschool enrollment form found here:*

<https://homeschool.doe.in.gov/HomeSchoolEnrollment.aspx>

- Non-accredited nonpublic school located in Indiana

This does not include career centers, jobcorps, High School Equivalency programs

Name of School: _____

Address of School: _____

Notice of Legal Requirements of Attending a Non-Accredited Nonpublic School

Attendance Records: IC 20-33-2-20 requires a non-accredited nonpublic school, including homeschool, to maintain an accurate daily record of attendance to verify the enrollment and attendance of a student upon the request of the state superintendent or the public school superintendent. There is no special form required for these attendance records.

Instruction: IC 20-33-2-27 & 28 provide that it is unlawful for a parent to fail, neglect, or refuse to send the parent's child to a public school for a full term unless the child is being provided with instruction equivalent to that given in public schools. State law does not define "instruction equivalent to that given in public schools". However, IC 20-33-2-12 provides that a non-accredited nonpublic school is not bound by any legal requirements set forth in IC 20 or IC 21 with regard to curriculum or the content of educational programs offered by the school. If there is ever a question of educational neglect, keeping good attendance records and other documentation regarding attendance and continuing educational activity is highly instrumental in addressing these concerns.

The signatures below indicate that:

- The parent acknowledges and understands the legal requirements of a non-accredited nonpublic school located in Indiana.
- The parent acknowledges and understands the Indiana State Board of Education recognizes only high school diplomas conferred by schools that are accredited by the Indiana State Board of Education or a national accrediting body recognized by the Indiana State Board of Education.
- The principal and parent acknowledge that if the parent/guardian refuses to sign this form, the student is considered a dropout, and the principal shall report the student to the BMV to revoke or refuse to issue a driver's license or learner's permit for the student.

Parent/Guardian Signature
(student signature if student at least 18 years of age)

Date

Principal's Signature

Date

TIPPECANOE SCHOOL CORPORATION

Request for High School Credit Form

Student Name: _____
First **Middle Initial** **Last**

Address: _____

Telephone Number: _____

Counselor's Name: _____

Grade Level: _____

Credit Requested in the following Core Courses:

Name of Test	Date Completed
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I affirm that my student has completed 80 clock hours of instruction in each of the courses listed above.

Parent Signature

Date

Principal or Designee Signature

Date