



Homeschooling – New Procedures

School's Responsibilities

- School is notified by parent that student will be homeschooled
- School completes Drupal Form
<https://enrollment.madison.k12.wi.us/staff-only-home-school-webform>
 - Enter Student Id and Student Name
- Do not End Date (drop) the student
- Do write comments in the End Comments Field, the date parent advised that student will be homeschooled
- Move student from classrooms to No Show Homeroom
 - Continue to take attendance on student

Enrollment Office Responsibilities:

- Download Drupal information
- Verify if parent has registered student(s) with DPI for homeschooling
- End date the enrollment with the date of the DPI application
- Email school that enrollment has been removed