



Home Schooled Students

Transferring student to home schooling:

1. Student attends school and parent has sent in letter of intent and has approved IHIP:
 - Exit student using **255-Transferred to home schooling by parent or guardian** only after following the required procedures for submitting the IHIP

Subsequent reporting enrollments for home schooled students required to report:

1. Home schooled student being determined for special ed eligibility **OR** is already classified and receiving services:
 - Enrollment type **5905-CSE/CPSE Responsibility Only** in **home school location** (BEDS code first 8 digits of the district code ending in 0888)
 - Student determined not eligible for special ed services or student is no longer classified and receiving services: end enrollment using exit reason **8305-End CSE/CPSE Responsibility Only** enrollment
2. Home schooled student taking an assessment:
 - Enrollment type **0011-Enrollment in building or grade** in **home school location** (BEDS code first 8 digits of the district code ending in 0888)
 - Start enrollment on the first day the student takes the assessment and end enrollment on the day after the student last sits for the assessment; **OR**
 - If student takes multiple assessments over the school year, you can leave the record open until the day after the student completes last assessment and exit using **255-Transferred to home schooling by parent or guardian**

Optional enrollments of home school students:

1. General education home schooled student:
 - **Optional for internal tracking**, do not extract to data warehouse
 - Enroll student with a **9999-Census Only** Enrollment Type
 - Use the **home school location code** (BEDS code first 8 digits of district code ending in 0888)
2. If you choose to report home schooled students' demographic and enrollment up to Level 0:
 - Use **0011-Regular School Year Enrollment**
 - Use **home school location** (BEDS code first 8 digits of the district code ending in 0888)
2. Home schooled student taking a class at the district that does not end in a state assessment if reporting to NYS:
 - Enrollment type **0055-Enrolled for Instructional Reporting Only** in the building that the student is attending