

## Notice of Intent to Provide Home Instruction

**DO NOT SUBMIT THIS FORM TO THE VIRGINIA DEPARTMENT OF EDUCATION. PLEASE FORWARD THIS COMPLETED FORM TO YOUR LOCAL SCHOOL DIVISION.** Contact information for Virginia's school divisions is available on the [Virginia School Division Directory](#).

I am providing notice of my intention to provide home instruction for the children listed below as provided by § [22.1-254.1](#) of the *Code of Virginia*, in lieu of having them attend school for the school year 20\_\_\_\_ - 20\_\_\_\_ .

Names of Children	Date of Birth	Grade Level

**Choose ONE option:** I wish to be recognized as eligible to provide home instruction by selecting the option indicated below:

**(A list of subjects to be studied must be included no matter what option you choose.)**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <b>1. I have a high school diploma or a higher credential.</b> ( <u>Attach a copy of the document. A GED cannot be accepted according to the VDOE.</u> )  |
| <input type="checkbox"/> | <b>2. I have the qualifications prescribed by the Board of Education for a teacher.</b> ( <u>Attach a copy of a teaching license or a statement to this effect from the Virginia Department of Education.</u> )   |
| <input type="checkbox"/> | <b>3. I have provided the child with a program of study or curriculum which is to be delivered through a correspondence course or a distance learning program or in some other manner.</b> ( <u>Attach a notice of acceptance or other evidence of enrollment showing the name and address of the school and a list of subjects to be studied for the coming school year if the child is enrolled in a correspondence course or distance learning program. If you choose to provide a program of study or curriculum in some other manner as specified in the Code, a list of the subjects to be studied for the coming school year must be submitted to the school division.</u> ) |
| <input type="checkbox"/> | <b>4. I have attached to this notice a statement which describes why I am able to provide an adequate education for my children.</b> (Please contact your local school division to determine what its requirements are.)  |

**By signing below, you agree to the following statements:**

\*As prescribed in § 22.1-254.1 of the *Code of Virginia*, I have included or will provide the school division with (1) a description of the curriculum, limited to a list of subjects to be studied during the coming school year, and (2) evidence of having met one of the above criteria along with this Notice by **August 15** of each year.

If I begin home instruction after the school year has started, I will submit this Notice as soon as practicable and comply with the other requirements within 30 days of this Notice to the school division.

\*I understand that by **August 1** following this school year, I must provide evidence of educational achievement as prescribed in § 22.1-254.1 of the *Code of Virginia*, which defines the requirements for home instruction.

\*I hereby certify that I am the parent or legal guardian of the children listed above.

Parent/Guardian Signature

Date

Print Name

Street Address

City/State/Zip

Phone Number

email

Mail to: Roanoke County Public Schools  
Attn: Home Instruction  
5937 Cove Rd NW  
Roanoke, VA 24019