

HOMESCHOOLING WITH HOMEWARD EDUCATION ASSOCIATION

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Homeschooling Handbook

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Legal Accountability

Each state makes the laws that govern home schooling in that state. The home schooling family has to abide by the laws of the state where they reside. If a move is made during the school year, the family must adapt to the state's law where they move.

In SOUTH CAROLINA, only a parent or guardian may home school their children. HEA takes the position that the parent/guardian is in control of the education of their children and can make educational choices that best suit their needs. This means that parents/guardians can choose to use online courses, dvd courses, co-op classes, dual enrollment with a college and tutors to help meet the educational goals they set for their children. Homeschoolers should be able to use any resource available to the family as long as the parent/guardian has oversight over the educational process.

-Guardianship must be established with some form of legal document.

-Parent/Guardian must have at least a high school diploma or GED. Parents and Guardians will have to send a copy of their high school diploma, GED certificate or College degree to be held in their file. If a copy of any diploma is not available, any document that proves the minimum educational requirement has been met will be acceptable.

To obtain legal status to home school in South Carolina, a family must do one of the following:

- 1) Apply to home school through the school district where they live. The family would have to abide by the school district's rules and testing.
- 2) Apply to home school through SCAIHS (South Carolina Association Independent Home Schools) and abide by their fee schedule and rules.
- 3) Apply to a home school association under the "third-option" law. The family would be responsible for the association's fees and rules.

Homeward Education Association is a third-option association and this handbook will deal specifically with the third-option portion of the law and the operation of HEA.

HEA is located at 6 Professional Ct in Sumter, SC. Our hours of operation are Monday through Friday 2 pm until 5 pm unless an appointment is made for another time. Our private appointments are available Tuesday through Thursday from 10 am until 2 pm. HEA also has a bookstore and resource room on the premises for homeschooling families to come and browse. We carry Alpha Omega, Steck Vaughn, Harcourt, Saxon, Explode the Code, Wordly Wise, Easy Grammar, Remedia and various other publishers.

HOMESCHOOLING LAW FOR SOUTH CAROLINA

NOTE: Homeward Education Association operates under Section 59-65-47 of South Carolina Law.

Section 59-65-40 Instruction during the school term at a place other than a school may be substituted for school attendance; provided, such instruction is approved by the State Board of Education as substantially equivalent to instruction given to children of like ages in the public or private schools where such children reside.

A. Parents or guardians may teach their children at home if the instruction is approved by the district board of trustees of the district in which children reside. A district board of trustees shall approve home schooling programs which meet the following standards:

1. Parents level of education: a. the parent holds at least a high school diploma or the equivalent general educational development (GED) certificate or b. has earned a baccalaureate degree;
 2. the instructional day is at least four and one-half hours, excluding lunch and recesses, and the instructional year is at least one hundred eighty days;
 3. the curriculum includes, but is not limited to, the basic instructional areas of reading, writing, mathematics, science, and social studies and in grades seven through twelve, composition and literature;
 4. as evidence that a student is receiving regular instruction, the parent shall present a system for maintaining and maintain the following records for inspection upon reasonable notice by a representative of the school district:
 - a. a plan book, diary, or other written record indicating subjects taught and activities in which the student and parent engage;
 - b. a portfolio of samples of the student's academic work; and
 - c. a record of evaluations of the student's academic progress. A semiannual progress report including attendance records and individualized assessments of the student's academic progress in each of the basic instructional areas specified in item (3) must be submitted to the school district.
 5. students must have access to library facilities;
 6. students must participate in the annual statewide testing program and the Basic Skills Assessment Program approved by the State Board of Education for their appropriate grade level. The tests must be administered by a certified school district employee either with public school students or by special arrangement the student's place of instruction, at the parent's option. The parent is responsible for paying the test administrator if the test is administered at the student's home; and
 7. parents must agree in writing to hold the district, the district board of trustees and the district's employees harmless for any educational deficiencies of the student sustained as a result of home instruction. At any time the school district determines that the parent is not maintaining the home school program in keeping with the standard specified in this section the district board of trustees shall notify the parent to correct the deficiencies within thirty days. If the deficiencies are not corrected within thirty days, the district board of trustees may withdraw its approval.
- B. The district board of trustees shall provide for an application process which elicits the information necessary for processing the home schooling request, including a description of the program, the texts and materials to be used, the methods of program evaluation, and the place of instruction. Parents must be notified in advance of the date, place, and time of the meeting at which the application is considered by the board and parents may be heard at the meeting.
- C. Within the first fifteen instructional days of the public school year, students participating in home instruction and eligible for enrollment in the first grade of the public schools must be tested to determine their readiness for the first grade using the readiness instrument approved by the State Board of Education for public school students. If a student is determined to be 'not ready' or is determined to lack the necessary emotional maturity, the parent must be advised by appropriate school district personnel whether a kindergarten or a first grade curriculum should be used for the child. Nothing in this section may be interpreted to conflict with a parent's right to exempt his child from kindergarten as provided in Section 59-65-10(A).
- D. Should a student in a home schooling program score below the test requirements of the promotion standard prescribed for public school students by the State Board of Education for one year, the district board of trustees shall decide whether or not the student shall receive appropriate instructional placement in the public school, special services as a handicapped student, or home schooling with an instructional support system at parental expense. The right of a parent to enroll his child in a private or parochial school as provided in Section 59-65-10(A) is unaffected by this provision.

E. If a parent is denied permission to begin or continue home schooling by a district board of trustees, the decision of the school board may be appealed, within ten days, to the State Board of Education. Any appeal from the decision of the State Board of Education must be taken, within thirty days, to the family court.

Section 59-65-45 In lieu of the requirements of 59-65-40 (the home schooling law), parents or guardians may teach their children at home if the instruction is conducted under the auspices of the South Carolina Association of Independent Home Schools. Bona fide membership and continuing compliance with the academic standards of SCAIHS exempts the home schooler from the further requirements of 59-65-40.

The State Department of Education shall conduct annually a review of the associations standard to insure that requirements of the association, at a minimum include: A. A parent must hold at least a high school diploma or the equivalent general education development (GED) Certificate; B. the instructional year is at least 180 days; C. the curriculum includes, but is limited to , the basic instructional areas of reading, writing, mathematics, science, and social studies, and in grades seen through twelve, compositions and literature. By January thirtieth of each year, SCAIHS shall report the number and grade level of children home schooled through the association to the children's respective school districts.

Section 59-65-47 In lieu of the requirements of Section 59-65-40 or Section 59-65-45, parents or guardians may teach their children at home if the instruction is conducted under the auspices of an association for homeschools which has no fewer than fifty members and meets the requirements of this section. Bona fide membership and continuing compliance with the academic standard of the association exempts the home school from the further requirements of Section 59-65-40 or Section 59-65-45.

The State Department of Education shall conduct annually a review of the association standards to insure that requirements of the association, at a minimum, include:

A. A parent must hold at least a high school diploma or the equivalent general educational development (GED) certificate

B. the instructional year is at least one hundred eighty days;

C. the curriculum includes, but is not limited to, the basic instructional areas of reading, writing, mathematics, science, and social studies, and in grades seven through twelve, composition and literature; and

D. educational records shall be maintained by the parent-teacher and include:

1. a plan book, diary, or other record indicating subjects taught and activities in which the student and parent-teacher engage;

2. a portfolio of samples of the student's academic work; and

3. a semi-annual progress report including attendance records and individualized documentation of the student's academic progress in each of the basic instructional areas specified in item (c) above.

By January thirtieth of each year, all associations shall report the number and grade level of children home schooled through the association to the children's respective school districts. Section 59-65-40 Instruction during the school term at a place other than a school may be substituted for school attendance; provided, such instruction is approved by the State Board of Education as substantially equivalent to instruction given to children of like ages in the public or private schools where such children reside.

Under the “Third-Option” Statute 59-65-47 the following minimums must be maintained each school year:

- 1) Parent/Guardian must hold at least a high school education or GED. It is advised that the family keep the level of education documentation on file in their home. HEA now requires a copy of the documentation. A copy of any document that proves high school graduate status has been attained is sufficient. This can be a diploma, GED certificate, transcript, and college level transcript or college diploma.
- 2) Attendance of 180 days must be documented. The law does not state that sick days are allowed. So, we do not make exceptions for the 10 sick days allowed by schools. The 180 days must be completed in a year. HEA does not have a deadline other than requiring the family complete 180 days in one year's time.

Members should join prior to the 10th public school day in their district to avoid truancy problems regardless of the family's home school start date. HEA membership is for one school year.

- 3) Semi-annual progress reports are required to be kept by the home schooling family. The two reports should be done usually on a 90 day and 180 day increment. The progress reports can take any format that the family chooses. Letter or number grades, written assessments, as well as a grading scale using a type of satisfactory or unsatisfactory basis are acceptable methods of showing progress. The family is free to choose what works best for their home schooling experience. HEA requires that the family send in copies of the progress reports to verify that this minimum of the law is being met.
- 4) A family must teach the core subjects of Language Arts, Math, Science and Social Studies. The curriculum is not limited to these subjects, but these must be taught within the school year. High school students must meet credit requirements.
- 5) A plan book, log book or journal must be kept outlining what educational activities are completed during the 180 days required. Samples of the students work should also be kept during the school year.

Families are responsible for maintaining the above minimums and sending in the Compliance Form at the end of the school year to HEA. HEA requires this because we must keep our reputation for responsible home schooling. HEA has to sign a form from the South Carolina Department of Education that states all of our families are in compliance with law. The Department of Education can conduct an audit of HEA's records verifying compliance. Therefore, HEA instituted the compliance form to verify a family's compliance.

HEA does not mandate a date when records must be submitted because every homeschool family begins on a date set by that family. We do ask that the year-end compliance form, progress reports and curriculum used be turned in as soon after the 180 days as possible and at least by August 1st so that the family can reapply for the next school year in time. Families who do not submit their year-end paperwork by September fifteenth are subject to membership cancellation. Families who do not submit their application to homeschool by September fifteenth of the current year will be assessed a \$10.00 late fee per family. Families who pull their children out of school after September 15th will also be charged the late fee.

JOINING HOMEWARD EDUCATION ASSOCIATION

The membership year is from August to July to conform with public school attendance dates. Homeschooling families are still able to set their own school calendars.

It is the family's responsibility to notify the school when withdrawing their children from a school. Schools will want a copy of the member letter for their records. Families should keep the original member letter in their records. The member letter is a very important document. For example: it is the document that you will need to take to the DMV for drivers licenses.

The member card is given so that the family can get discounts at stores that recognize teachers. The member card can also be used for identification purposes.

FEES FOR HOMEWARD EDUCATION ASSOCIATION SERVICES:

Membership Fee:	\$30 per student per school year, \$60 maximum per family per school year \$25.00 high school fee per family per year(additional fee)
LATE FEE:	After September 15 th add \$10 per application (family)
Consultation Fee:	\$25 first visit, \$10 per hour thereafter (This does not include email and phone consults unless they constitute an ongoing consulting that carries on for an extended period.)
Testing Fee:	\$25 per test (does not cover cost of test)
Diplomas:	\$25 per diploma (Diplomas will include 2 originals and a cover.)
HEA Handbook:	\$5 each (Available free on the website)
Transcripts:	\$10 each if a family needs to re-enroll their children in a school

HEA is a discount group provider for HSLDA Membership.

If you are a member of HEA and want to join Home School Legal Defense Association you can use our discount group number 299504 and receive a \$20 discount on the yearly membership fee. To join HSLDA you can go their website www.hslda.com and fill out their application. HSLDA works for homeschoolers across the nation keeping our freedoms in place in the states and national legislatures. They will also help you with any legal issues concerning your homeschooling.

HEA supports the South Carolina Home Educators Association (SCHEA)

HEA offers its members the chance to join SCHEA for \$15.00 per year. If you enclose \$15.00 with your application and member fee, we will send your membership into SCHEA. SCHEA is a statewide support group for all homeschoolers across the state. The SCHEA board is made up of all volunteers who work hard for homeschoolers by monitoring state law and policies to make sure that they stay homeschool friendly. SCHEA also offers quarterly newsletters that help keep families up-to-date on what is happening in the state and providing articles that encourage and enlighten families. SCHEA also sponsors events such as Home School Day at the Capitol and the Statewide Convention.

HEA APPLICATION:

- ❖ Please realize that HEA needs the application to be filled out completely!
- ❖ Name should be the family name of father and/or mother. Note: If father or mother is not in the home do not list.
- ❖ Circle level of education of both parents living in the home. Indicate M (mother) or F (Father) over the circle. If only one parent meets the educational requirement, indicate which one. Attach copies of diplomas or certificates.
- ❖ If you can not find a copy of your diploma, a transcript or other document that shows that you have completed a high school or college program will suffice.
- ❖ School District is a must! If you don't know, find out!
- ❖ Estimated beginning date is just that! Don't worry if you are off by a few days.
- ❖ Please pay the additional high school fee if you have a student in the 9th through 12th grade.
- ❖ Please pay the \$10 late fee if sending the application after September 15th.
- ❖ New members need to give a description of the curriculum they plan to use for the year. If the choice of curriculum is not definite, please give HEA an idea of what you want to do. Please feel free to change curriculums during the year if what you are using is not working.
- ❖ If you want to join SCHEA through HEA please enclose the \$15.00 SCHEA membership fee.

HEA COMPLIANCE FORM:

- ✓ Check one of the top three for attendance purposes when the criteria of one are met.
- ✓ Under the Minimums section, each and every one needs to be checked! The law requires them all!
- ✓ Attach copies of the two semi-annual progress reports. This is asked for to provide a record of compliance.
- ✓ High School students need to use number grades if possible for GPA purposes. Progress reports are in the back of this handbook. You can use them or make up something on your own.
- ✓ Attach a description of curriculum used. Please give more information than "textbook" or workbook". List the name or publisher of the curriculum used. High School curriculum needs more detail, especially if the class merits Honor status.
- ✓ The Compliance Form needs to be sent in by August 1st unless you have extenuating circumstances. You need to let HEA know if you are going to miss this time frame.

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Application For _____ School Year

Please fill out **completely!** Every line is important!

New / Renewal (please circle one)

Parent/Guardian Last Name: _____ Father: _____ Mother: _____

Address: _____

Phone Number: _____ Email: _____

Parents/Guardians Level of Education: (Circle) HS Diploma GED College

(New Applicants need to attach a copy of your diploma or certificate. Also, circle for both parents/guardians living in the home.)

School District Where You Live: _____

Estimated Beginning Date for Attendance Records: _____

Names of Student(s)	Age	Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Member Fee: _____ (\$30 per student, \$60 max per family per year)

(Fee is nonrefundable)

High School Fee: _____ (\$25 per family per year additional fee)

Late Fee: _____ (\$10 per family after September 15th each school year)

SCHEA Membership (optional) add \$15.00 to total fee

SCHEA is the statewide support group (www.schomeeducatorsassociation.org)

Total Fee Enclosed: _____

Debit/Credit Card: Visa or MC _____

Expiration Date _____ Billing Zip Code _____

NEW APPLICANTS: Please give a short description of the curriculum you plan to use on the back of the application.

We, as a family, agree to follow and abide by the minimums as set forth in law. We agree to accurately fill out and promptly return the compliance form with the requested attachments at the end of the school year. We agree that it is our responsibility to educate our children.

Signature of parents/guardians _____

_____ Date

For office Use only: Member Number _____ Fee Received: _____ Check Number: _____

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IMPORTANT INFORMATION AND DIRECTIONS:

Please keep this form until the end of your school year. When your year is finished, check off each box, attach all requested records and return to HEA. If you move out of South Carolina or put your children back in school, please check the appropriate box and return to HEA as soon as possible.

This form must be filed with HEA to complete your school year. Please return upon completion of required days.

ACCOUNTABILITY COMPLIANCE FORM

SCHOOL YEAR: _____

ATTENDANCE:

- [] Our family completed 180 school days for the school year.
Beginning date: _____ Ending Date: _____
Began homeschooling during school year date: _____
- [] We moved from South Carolina before the end of the school year.
- [] We put our children back in school during the school year.

MINIMUMS of Statute 59-65-47 (All of these must be checked!)

- [] Parent/Guardian holds at least a high school diploma or GED.
- [] Plan book, journal or diary and portfolio records kept.
- [] Semi-annual progress reports given. Progress reports are report cards. A simple report card with grades or assessment of each subject is all that is required. Numerical grades for high school students are needed for class ranking. (PLEASE ATTACH a copy of each progress report.)
- [] Core subjects taught. (PLEASE ATTACH list of courses and type of curriculum used. High school courses need to be documented in more detail.)

****HEA does not want complete copies of all your homeschool records.****

We certify that our family was in compliance with statute 59-65-47 for this school year.

Parent/Guardian Signature

Member #

Date

Print Parent/Guardian Name

Educational Information

Curriculum

Choice of curriculum is the sole responsibility of the family. The family is responsible for using sufficient materials to teach their children. HEA will give curriculum counseling when asked. HEA will not choose the curriculum or purchase it for the family. HEA will give information about the curriculum available and help the family determine what teaching style would best suit the family.

Types of Curriculum:

Full Curriculums – Abeka, Bob Jones, Christian Liberty, Alpha Omega, Online and Correspondence Schools are just a few examples of full curriculums.

*NOTE: If a family uses a “school” out of state, legal status still needs to be established by choosing a legal option. Even if the “school” keeps all school records for the family, legal status must be established because the children are at home and the out of state school does not report to the school districts as required by state law.

Individual Curriculums – Families can choose from many different publishers using textbooks and workbooks that fit the families learning styles and schedule. There are many catalogs available that list the different books from which to choose. The internet also provides a lot of information about curriculums.

Unit Studies and Freelance – Families can also choose from Unit studies and teaching students in informal and different ways. There are prepared unit studies available or the families can make up their own. Documentation must be kept to comply with state law. A family can use a combination of textbooks and unit studies. “Unschooling” is also an option but again, records must be kept outlining what a family studied. Records must be kept because of the minimums of the law that state that the parent/guardian must keep a plan book, journal or diary outlining what is done in an educational day. Parents/Teachers are responsible for assuring that high school level courses are tech prep, college prep or honors status for students who plan to attend college and will need a transcript.

HEA will help parents choose a curriculum based on the needs of their children. Ultimately, the choice is that of the family. Feel free to ask for guidance if this is the first time that you have ever homeschooled. Also, feel free to not ask if you are sure of your selections. We want to help the homeschool family achieve the most out of their homeschooling experience.

Testing

Under the third-option law, testing is not required. It is a choice that the family can make. The Exit Exam, PACT and any other test required by the school district is not required of home schooled students who join an association. Most support groups offer testing in the spring for families who choose to test their children. HEA offers achievement testing for families who live in the local area.

REASONS TO TEST:

- 1) If you are going to put the children back in school
- 2) Parental Comfort and Ease of Mind
- 3) Wondering about the achievement level of the children

Achievement testing after the eighth grade is not needed. After the eighth grade the student should take the SAT (Scholastic Aptitude Test) or the ACT (Achievement Test). The reason for this is that the student needs to prepare for college and these tests are used for college entrance. The PSAT should only be taken in the eleventh grade for National Merit Scholar selection. Taking the SAT numerous times is fine as it will help the student achieve the maximum score that they can. They can combine their highest Critical Reading score and Math score. The ACT does not offer combining of subject tests from different test dates to make one composite score.

HEA has a high school code that can be used on PSAT/SAT and ACT tests: 411915

NOTE: The test administrator may not be aware that we have our own code. So, please use our code even if the administrator says to use another number.

The PSAT and SAT are aptitude based and test the ability of the student to learn. The ACT is achievement based and tests the student's achievement level. These scores are used as criteria for scholarships given to students entering college. For example, the LIFE scholarship requires a SAT score of 1100 or an ACT score of 24. These tests can be signed up for online at www.collegeboardonline.org or www.act.org . They are held at specific testing sites and on specific dates.

To sign your child up for the PSAT you will need to go to your local high school or private school that administers the PSAT and register with them. They will sign your child up to take the PSAT which is offered only in October of each school year. Please do not wait until October to approach the school. It is best to do it earlier in the year. Some schools order as early as April. The main reason to take the PSAT is to qualify your child for the National Merit Scholarship.

SAT and ACT Prep Books can be purchased at any local Bookstore. A half-credit elective can be given to your high school student for studying to take the SAT/ACT. Researching the tests online is also beneficial. The official website is www.act.org and www.collegeboard.com. These websites will give you a great deal of information concerning the tests and how to prepare for them.

If You Put Your Child Back In A School

If you plan to put your child back in a school please be aware of the school's requirements for re-enter from homeschooling. Most public schools are going to want documentation of what the child did while at home. HEA will provide transcripts when progress reports and paperwork are turned in at the end of the school year. Schools may still want proof of completion from parents. This can come from samples of their work or tests. Some high schools are requiring end of course tests be taken by the homeschool students returning to school. If these tests are required, you may want to request study notes that were given to the students, a syllabus of the course or some other materials that will help you prepare your student for the tests.

High school students who are homeschooled do not have to take the HSAP (exit exam). But, if a student returns to a public high school they will be required to take the HSAP.

When you pull your child out of school always know what will be required of you should you return to the school. Some schools are working with families to allow them to homeschool for a time and then reenroll at a later date. Some schools are even allowing parents to homeschool during the summer for a summer school session to recover a credit or get caught up on a grade level. Always check with the school and work with them concerning homeschooling for a short time period.

If You Pull Your Child Out of School During the School Year

HEA will accept memberships during the school year. HEA will charge the late fee of \$10.00. We do not pro-rate the fee because we do the same amount of work, if not more, for any membership processing and record-keeping. We do not need the school records for any students except for students with high school credits. We do want transcripts and report cards for high school students.

HEA will accept memberships from families with students who have been expelled if the families and students abide by our guidelines and work with the school towards completing the school year. Before signing up with HEA, the family should have a clear understanding with the school about what they will accept towards credit. Also, the school will make the decision about the student returning to school the next year.

After March 15th of each school year, membership with HEA will be on a case by case basis. We will not accept membership because of truancy or excessive absences, failing grades or other related issues. We will accept memberships for families who are moving or have health issues.

Education for Specific Ages

Kindergarten

Under SC law, children who are 5 years of age by September 1st must attend kindergarten unless a waiver is signed. If a parent wants to home school the 5 year old or does not want to sign the waiver they must join an association. The fee is the same for a 5 year old. If a parent wants to homeschool the 5 year old, they must abide by the law that governs home schooling. HEA does not require as much information for the K5 student unless the family chooses to home school formally. Children that are 5 years old should be taught at their pace. Be aware of the child's abilities and readiness to learn. Teaching a kindergarten child should include breaks and short teaching sessions. Keep in mind the child's attention span and willingness to work. Make it fun!

Elementary Grades 1-6

These years are important for establishing learning habits. Be sure to give the student enough work without stressing the student. Find the balance that works for your situation. Progress Reports can take any format that the teacher chooses.

- Excellent, Satisfactory, Unsatisfactory
- Letter or Numerical grades
- Written assessment

Progress reports are best done on the 90 day and 180 day intervals. Two semi-annual progress reports are required. There is no specific form to use. A parent/guardian may choose any form or make one up. HEA does not want to mandate a form to use but there are some sample forms at the end of this handbook.

Middle School Grades 7-8

At this point parents should consider adapting letter or number grades. Non-traditional styles of learning can still exist and thrive. If the family does not want to give grades then they need to document completed work for future college preparation in a portfolio format.

High school credit will be considered if the student uses high school course material. High school credit will be assessed based on course title, description, curriculum used and grades. Please be aware of pushing your child too far too fast. If your child is not ready for high school level work, do not assign high school level work before ninth grade. Only core courses will be considered for high school credit prior to 9th grade.

High School Grades 9-12

Non-traditional styles of learning are still acceptable as long as documentation is there for future college entrance in a portfolio format. Some colleges will accept a portfolio style transcript. But, most colleges want a traditional transcript with a letter or number grade.

Number grades are preferable because we can get a more accurate GPA for class ranking. If your student wants to qualify for scholarships, then a more accurate GPA is essential for ranking purposes. HEA will use the Uniformed Grading Scale adopted by state law.

HEA would like the course title, course description, curriculum used, credit unit given and grade for each high school course for documentation. If you are awarding Honors or AP credit, extra documentation is required. Please see page 13 for detailed information concerning Honors and AP credits. The documentation will be needed if you want HEA to prepare transcripts and provide a high school diploma. HEA will need all high school credits for diploma purposes.

Colleges, the military and employers recognize transcripts and diplomas given by HEA. The documents are recognized as valid completion of high school. The diploma is not state certified but is recognized as a valid document. Only public schools have state certified diplomas.

Any home-schooled high school student is eligible for any scholarship that is available as long as they can meet the criteria of the scholarship. This includes the Life scholarship and the Palmetto Fellows Scholarship.

HEA members may use any high school curriculum that they choose. They can choose traditional textbooks, Unit Studies, Online, External, Correspondence, College Course, or any high school that is set up to handle home school students. HEA members can use curriculum providers who handle all the records and give transcripts and diplomas. But, even if a family uses a high school provider, if that provider does not fulfill the requirements for an accountability association then the family must join an association to satisfy their legal status with the state. For state scholarships the family may need to use HEA for the transcript if the school is not recognized by the college or the Commission on Higher Education.

The state requires 24 credits for graduation from high school. Associations are not bound by that requirement. HEA requires the core 17 credits and between 4 and 7 electives for graduation from high school.

HEA has a high school code: 411915. Please use it anytime you are requested to give a school code. This is usually when taking the PSAT, SAT or ACT tests. **Regardless of what the test administrator says, please use the HEA code of 411915.**

HIGH SCHOOL CREDIT REQUIREMENTS

4 English **4 Math** **3 Science** **1 U S History** **1 Other Social Studies**
½ Government **½ Economics** **1 Physical Education** **1 Computer Science**

1 Foreign Language or Occupational Specialty and 4-7 Electives (The state requires 7 electives. HEA will waive a few electives, but the student must have all core courses.) Remember if your student does more than the required number of core courses then the extra courses will take the place of needed electives. Example: Only 1 Foreign Language is required. If your student takes 2 or 3 Foreign Language courses then they have satisfied 1 or 2 of the electives required.

Please check with the colleges that your student is interested in attending to see what their entrance requirements are for students. High School graduation requirements and college entrance requirements are two totally different things. For instance, for high school graduation you only need 1 foreign language. But, some colleges require 2 and 3 credits of foreign language. Another example is Physical Science. Physical Science is an accepted high school credit but some colleges will not recognize it as a science they require for admittance into their program.

All courses are Tech Prep/College Prep unless otherwise denoted. If you want to give your student Honor class status you will need to provide the course description that will validate this designation. AP designation will require the teacher to get approval from ACT of the course syllabus..

HONORS CREDIT REQUIREMENTS

Honors courses must go beyond the chosen textbook or materials used. To award Honors you must have a syllabus (outline) of the course that demonstrates a depth of study beyond a general or college prep requirement. You must show how the course has been improved to deserve the honors status. Such as: requiring extra work, written papers, projects and/or experiments. Honors can be awarded in Language Arts, Mathematics, Science and Social Studies. Courses other than those will be evaluated on a case by case basis. Courses that have a 3rd and 4th level may be awarded Honors credit if it applies. No Honors for Physical Education courses.

AP CREDIT REQUIREMENTS

The course must be designated as an AP course. This will require the teacher of the course to get approval from ACT to classify the course as AP. AP is a registered trademark of the ACT Corporation.

DUAL CREDIT COURSES

HEA will award the AP credit for dual credit courses that have an AP test available. All other courses that receive college credit will receive an Honors weighting. Courses taken at a college not receiving any college credit (developmental courses, orientation courses) or introductory classes will receive CP weighting.

THIS IS HEA POLICY ONLY!

Ways to Earn High School Credits

HEA feels that homeschool families should take advantage of any opportunity to educate their children. Co-op classes, online classes, concurrent classes at college, video and satellite schools are just a few of the options that parents can take advantage of when choosing curriculum and coursework for their children. The main thing that we have to be mindful of is that the student gets enough coursework in to merit the credit amount assigned to the class. A Carnegie unit is 150 hours for a full credit and 75 hours for a half credit. If the coursework can be completed in a lesser amount of hours then that is fine as long as the work is completed. Co-op classes that only meet so many hours per week must be combined with work at home to complete the credit amount awarded.

Dual credit classes are becoming a popular way for high school students to earn credits. HEA will provide a permission letter to the college allowing the student to take classes. Please consult with the college about their policies concerning dual credit and the amount of college credits a high school student can earn before graduating and any effect this might have on scholarship requirements. Changes in the South Carolina Department of Education's policy concerning Dual Credit courses have prompted a change in how we designate Dual Credit courses. According to SCDOE, all dual credit courses will be awarded AP Credit. HEA will award Dual Credit courses as listed on page 13 of this handbook.

Please contact HEA if you have any questions about credits and how to award them based on the coursework completed by your student.

NOTES:

SCHOLARSHIP INFORMATION

***NOTE: Laws and rules governing the LIFE Scholarship, Palmetto Fellows Scholarship and other scholarships change constantly. Please check with HEA for the latest requirements or investigate for yourself. Just don't assume you know! Also, be very careful of secondhand information.**

Class ranking must be assigned on the transcript for scholarships such as Life, Hope and Palmetto. HEA needs all high school credits by the beginning of the senior year to establish class ranking. HEA will provide a transcript for any scholarship need or college admission.

Life Scholarship - Have a GPA of least 3.0 on the UG scale, 1100 on the SAT or 24 on the ACT. If they do not make the needed score but are ranked in the top 30 % of the graduating class then they can qualify for the Life.

Palmetto Fellows - Be enrolled as a senior and have taken the SAT or ACT by spring of the junior year. Be a U S Citizen. Fill out and file a detailed application and meet the following requirements: 1) Have at least a 1200 on the SAT (or 27 ACT score), 2) Cumulative 3.5 GPR on the Uniform Grading Scale at end of the junior year, 3) Rank in the top 6% at end of the sophomore or junior year, and 4) Seriously considering attending a South Carolina college or university. To learn more about the Palmetto Fellows, look up Palmetto Fellows on the Internet. If a student is not in the top 6 % but they have a 4.0 UG Scale GPA and a 1400 SAT / 32 ACT score then they can qualify for the Palmetto without regard to class rank.

Hope and Other Scholarships – There are other scholarships available through State funded programs. You can find out about them on the Commission on Higher Education website.

SCHOLARSHIP CHANGES: Requirements for scholarships are always changing. Please check the Commission on Higher Education Website for updated information. Their website is www.che.sc.gov.

SCALE COMPARISONS

ACT to SAT		SAT to ACT	
36	1600	1580-1600	36
35	1550	1530-1570	35
34	1520	1500-1520	34
33	1470	1450-1490	33
32	1420	1400-1440	32
31	1380	1360-1390	31
30	1340	1320-1350	30
29	1300	1280-1310	29
28	1260	1240-1270	28
27	1220	1200-1230	27
26	1180	1170-1190	26
25	1140	1130-1160	25
24	1110	1090-1120	24
23	1070	1050-1080	23
22	1030	1010-1040	22
21	990	970-1000	21
20	950	930-960	20
19	910	890-920	19
18	870	850-880	18
17	830	810-840	17
16	790	760-800	16
15	740	710-750	15

HIGH SCHOOL GRADING

South Carolina has adopted into law a new grading scale. It is called the Uniform Grading Scale and it will be the official grading scale used to compute grade point averages and it will be used to determine scholarship eligibility. HEA will use the UGS on all transcripts and ranking processes.

All high school courses will be considered Tech Prep-College Prep unless it is specifically marked as an honors or higher course. To qualify as an honors course, the course documentation must back it up. Keep detailed records to verify honors status. The Parents/Teachers will assign honors status based on course work.

Average	Grade	CP/TP	Honors	A/P
100	A	4.875	5.375	5.875
99	A	4.750	5.250	5.750
98	A	4.625	5.125	5.625
97	A	4.500	5.000	5.500
96	A	4.375	4.875	5.375
95	A	4.250	4.750	5.250
94	A	4.125	4.625	5.125
93	A	4.000	4.500	5.000
92	B	3.875	4.375	4.875
91	B	3.750	4.250	4.750
90	B	3.625	4.125	4.625
89	B	3.500	4.000	4.500
88	B	3.375	3.875	4.375
87	B	3.250	3.750	4.250
86	B	3.125	3.625	4.125
85	B	3.000	3.500	4.000
84	C	2.875	3.375	3.875
83	C	2.750	3.250	3.750
82	C	2.625	3.125	3.625
81	C	2.500	3.000	3.500
80	C	2.375	2.875	3.375
79	C	2.250	2.750	3.250
78	C	2.125	2.625	3.125
77	C	2.000	2.500	3.000
76	D	1.875	2.375	2.875
75	D	1.750	2.250	2.750
74	D	1.625	2.125	2.625
73	D	1.500	2.000	2.500
72	D	1.375	1.875	2.375
71	D	1.250	1.750	2.250
70	D	1.125	1.625	2.125

FIGURING THE GPA

When figuring the GPA of your student, remember that for a half-credit course you will need to half the GPA. For example: Economics is usually a half-credit course. The student earns a 96. The GPR for a 96 is 4.37. You would half the GPR and use a 2.185. The formal formula for this process is $4.37 \times \frac{1}{2} = 2.185$. You would add all the GPR's together and then divide by the number of credits and that will be the student's GPA.

Example:	English 3	94	1	x	4.125	=	4.125
	Algebra 2	92	1	x	4.000	=	4.000
	U S History	95	1	x	4.250	=	4.250
	Economics	96	.5	x	4.375	=	2.1875
	Total GPR				=	14.5625 / 3.5 = 4.1607142	

This student's GPA is 4.1607.

ASSIGNING HIGH SCHOOL GRADES

One of the hardest parts of our job is helping parents understand that it is not fair to their child to award 100's for average work. If the student graduates from high school with all 100's and then struggles in college, then they and the college wonder what is happening. So, HEA has established the following position regarding grades.

If you use a traditional grading system of tests and daily grades then that is fine.

If you use unit studies, non-traditional learning approaches or electives that are hour and participation based then the grading scale is just a little different. HEA suggests that you consider awarding an A, B, C or D and use the number value as set by the Uniform Grading Scale that says an A=96, B=88, C=80 and a D=73. If in the evaluation of the student's performance you think that it is different from those standards then awarded accordingly. For example, if you think that they did less than a 96 but more than an 88 you would need to choose the number grade that you feel is deserved.

HEA understands a parent's desire to award 100's for effort but we really need to be fair to the student and other students who may be ranked with these students to award deserved grades. So, if you feel that your child deserves an A, then assign a 96. Reserve 100's for effort way above the usual or for extra work accomplished. Rule of thumb to remember is that 100 is perfect. Were they perfect? If they earned the 100 please feel free to award the grade.

Another issue for homeschooling high school is the recording of electives. They only need 7 electives to graduate. Recording more than 7 electives in non-core subjects is not necessary unless these credits are in the field of interest that the student plans to pursue in college. Be wise in the awarding of grades for your child.

Homeward Education Association

6 Professional Court, Sumter, SC 29150
1-803-469-4927, Fax 1-803-469-4928 www.homewarded.com

High School Course Worksheet							
Student Name:							
Address:							
Class Rank:			SAT Score:		ACT Score:		
Course Title	Grade	Unit	GPA	Course Title	Grade	Unit	GPA
English 1				Physical Education			
English 2							
English 3							
English 4							
				Electives: 4-7 credits			
Math 1							
Math 2							
Math 3							
Math 4							
Science 1							
Science 2							
Science 3							
U S History							
Other History							
Amer Government							
Economics							
Computer Science							
Foreign Language							
Cumulative Totals:				Cumulative GPA:			UG Scale
<i>This home school high school transcript is documentation of completed coursework by the student and submitted by the parent/guardian. Please refer to parent/guardian for further information and documentation.</i>							

Homeward Education Association

6 Professional Court, Sumter, SC 29150

Phone: 803-469-4927 Fax: 803-469-4928

Website: www.homewarded.com Email: rachelward@homewarded.com

High School Progress Report

Student Name:	Grade Level:
Member Number:	
Family Name and Address:	

Subject Title	Credit	Curriculum Used	First Semester	Second Semester	Final Grade

Curriculum Descriptions should be attached to this progress report.

Homeward Education Association

6 Professional Court, Sumter, SC 29150

Phone: 803-469-4927 Fax: 803-469-4928

Website: www.homewarded.com Email: rachelward@homewarded.com

Pre-High School Progress Report

Student Name:	Grade Level:
Member Number:	
Family Name and Address:	

Grading Scale:

Subject Title	Credit	Curriculum Used	First Semester	Second Semester	Final Grade

If Course was teacher prepared, curriculum descriptions should be attached to this report.