



Home School High School Credit Review and Acceptance Procedure

1.0 SCOPE:

1.1 This procedure describes the process in which a high school establishes a procedure for students at the secondary level who have previously been approved for home schooling and wish to enroll Carson City School District.

2.0 RESPONSIBILITY:

2.1 Associate Superintendent Educational Services

3.0 APPROVAL AUTHORITY:

3.1 School Board

4.0 DEFINITIONS:

- 5.1 Homeschooled child means a child who receives instruction at home and who is exempt from compulsory attendance pursuant to NRS 392.070.
- 5.2 Public schools means all kindergartens and elementary schools, junior high schools and middle schools, high schools, charter schools and any other schools, classes and educational programs which receive their support through public taxation and, except for charter schools, whose textbooks and courses of study are under the control of the State Board.
- 5.3 State Board means the State Board of Education
- 5.4 CCSD – Carson City School District

5.0 PROCEDURE:

- 5.5 The student must have been approved for home schooling and be in full compliance with regulations for homeschooling for the time that the student was not attending a public, charter, or private school.
- 5.6 The parent must request a registration packet from the appropriately zoned school in CCSD and supply the school with the completed registration packet, official transcripts (if appropriate), report cards, test, and other documentation that will be helpful in determining the appropriate placement of the student.
- 5.7 CCSD will determine which of the state approved correspondence courses are applicable to meeting high school graduation requirements. The CCSD Associate Superintendent of Educational Services, Carson High School (CHS) and Pioneer High School (PHS) are responsible for evaluating transcripts and approving credit.
- 5.8 Only credits earned for courses provided by and recorded on an official transcript from an accredited program approved by the Nevada State Board of Education will be considered for acceptance.
- 5.9 It is the parent's responsibility to provide all records requested by the CCSD for high school placement. These records include but are not limited to course descriptions, test, report cards, transcripts, lists of materials used, and supporting documentation.
- 5.10 The student must complete all graduation requirements including proficiency testing and attend a CHS the full year prior to graduation.
- i. The student must complete 11 ½ credits in high school, 9 of which must be completed in CHS in the senior year and 8 ½ of which must be classes required for graduation.
 - ii. 5 credits required for sophomore standing; 11 credits required for junior standing; 17 credits required for senior standing

6.0 ASSOCIATED DOCUMENTS:

- 6.1 Notice of Intent To Home School
- 6.2 Notice Of Intent To Participate In Programs Activities

7.0 RECORD RETENTION TABLE:

<u>Identification</u>	<u>Storage</u>	<u>Retention</u>	<u>Disposition</u>	<u>Protection</u>
Notice of Intent to Home School	District Office	7 Years	Discard as desired	Electronic
Notice of Intent to Participate in Activities	School Site	7 Years	Discard as desired	Locked Office

8.0 REVISION HISTORY:

Date:	Rev.	Description of Revision:
2012	A	Initial Release

*** End of procedure ***