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**History of Palmetto Homeschool Association**

In 1995, homeschoolers gathered in various parts of the state of South Carolina to express their desire for more options in South Carolina’s homeschool laws. Carolyn Petroski, who was currently homeschooling, was asked by Dianna Broughton to help spearhead a grassroots movement to affect a change. They approached their senator, Senator Greg Gregory, with their ideas, and he introduced an amendment to an existing law.

After eight months of lobbying, in the final hours of the 1996 session, homeschoolers saw a brand new statute, §59-65-47, voted into law. As a result of the passage of this new law, the opportunity for multiple homeschool associations opened up in South Carolina. Palmetto Homeschool Association, Inc., (PHA), is one of the first-fruits of this statute. Founded in 1996, by Carolyn and Jeff Petroski, PHA’s mission continues to be to allow parents the greatest freedom to homeschool their children without undue restrictions or financial restraints.

Palmetto Homeschool Association, Inc., was incorporated as a non-profit organization on July 2, 1996, and from that point on, has been recognized by the Internal Revenue as a tax-exempt 501(c)(3) organization. Our purpose is to provide an umbrella of accountability to homeschoolers according to §59-65-47 Statues of the South Carolina Code of Law.

**PHA Board of Directors**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Jeff Petroski</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Roy Cross</td>
</tr>
<tr>
<td>Secretary</td>
<td>Elaine Thrift</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Art Morris</td>
</tr>
<tr>
<td>Member</td>
<td>Carrie Twitty</td>
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</tbody>
</table>

**Executive Director**  
Dee Hollinger
Board of Directors

Roy Cross’s technical expertise was a valuable asset to PHA even before he joined the board several years ago. Roy is a Business Analyst in Demand Planning with Springs Industries in Fort Mill, SC. He and his wife, Lori, began homeschooling their two sons and daughter in 1999. They also have three adopted daughters and one son from China.

Dee Hollinger is our Executive Director. She has been a member with PHA for 13 of her 20 homeschooling years. She earned a BA in Elem. Ed. from Biola Univ. and a Reading Specialist Credential from San Diego State Univ., and taught for 5 years in private schools in California. Her husband, Sam, is a mechanic with US Airways. They have 3 children: Jonathan and Sara were homeschooled during their elementary school years then attended public high school, and their youngest, Ethan, was homeschooled K-12, and is now attending North Greenville University. Dee counts it a blessing to be a part of PHA and use her background to serve you.

Art Morris has served PHA since 1998 as a board member and treasurer. His greatest training for this position has been partnering with his wife, Merritt. First, as she homeschooled their two children: Anna, a recent graduate of Anderson University, and Max a rising 12th grader, and then as she served as Executive Director of PHA from 2003 to 2008. Art is a family physician at Barnett Family Practice, a part of Carolinas Medical Center.

Jeff Petroski has served on the PHA Board for the past thirteen years. Jeff received his B.S. in Mechanical Engineering Technology and is employed in management at Northern Tool and Equipment in Fort Mill, SC. Carolyn Petroski, Jeff’s wife, is the founder, past President and Executive Director of PHA. She completed a B.S. degree plus 30 graduate hours in Education and taught for 16 years in the public schools. They have two grown sons, who graduated from public schools, and a daughter, whom they homeschooled from kindergarten. She graduated in 2008 from Converse College in Interior Design and is now married and employed.

Elaine Thrift joined the PHA board in 2002. She earned a Bachelor of Music degree from Georgia Southern University in 1979, and taught in public schools for 2 years. Her husband, Steve, works for Lowe’s Companies in Mooresville, NC. Elaine served as Chairperson of the Fort Mill Area Homeschoolers from 2001-2006. Steve and Elaine have 4 children and have completed 20 years of homeschooling. They have a grown daughter who graduated from Trinity Christian School, 2 daughters who graduated from homeschool and Mars Hill College, and a son who graduated from homeschool.

Carrie Twitty is the newest PHA board member. She and her husband, Danny, have been married for 19 years. Danny is employed with Bank of America as a Senior Consultant-Systems Engineer and Analyst. They are natives of SC and have lived in York County since 1992. They have 3 children, Erin age 15, Daniel age 13, and Elin Rose age 7. This is their 11th official year of homeschooling, all of which have been under PHA. Carrie served as Chairman of the Board for Fort Mill Area Homeschoolers during 2008-2009.
Frequently Asked Questions

RECORD KEEPING

What records am I required to keep in my personal files?

According to Section 59-65-47, parent-teachers must keep a planbook or diary and maintain a portfolio of students’ work, including attendance records and semi-annual progress reports. Progress reports must be completed for each student at mid-year and year-end. See the appendix for a sample progress report and attendance form.

What should be included on the semi-annual progress report?

All basic (required) subject areas should be listed with an assessment of mastery level achieved for each. You may also wish to include any elective classes your student is taking on this progress report. You may use numeric or letter grades (list your scale for grading); satisfactory, unsatisfactory, needs improvement; a checklist of objectives mastered; or whatever form of documentation is needed for your particular method of assessment. You must also include attendance on this semi-annual report. Blank Progress Report templates are provided in the Appendix of the membership handbook, however, you are free to create your own. Remember these progress reports are to be kept in the privacy of your home. Please do not send them to PHA. The Mid Year and Parent-Teacher Completion Statement affidavits will provide PHA with the verification that you have created and recorded these reports in your personal files.

What records must I submit to PHA?

Our application for membership requires a course of study for each student and a signed commitment statement, promising to uphold the statutes of Section 59-65-47 as well as the requirements and standards of PHA. For grades 9-12, each new high school student must also complete and submit a High School Courses Completed form. Once your application has been approved, the membership packet you receive will include a Mid-Year Checklist and a Parent-Teacher Completion Statement, both of which you will be required to sign and mail at mid-year (Jan. 15th) and year-end (June 15th), verifying that you’ve met the requirements of this statute. For grades K-8 that is the only verification we need. But if your student is in grades 9-12, you will also be required to submit a Final Grade Report along with the Parent-Teacher Completion Statement by June 15th. Please see page 40 in the handbook for PHA’s standards for assigning high school grades.

*Your actual tests, lessons, progress reports, planbook or diary, etc., are maintained in your personal files. You don’t have to send these to PHA, in fact Please do not send these to PHA. Some associations require such records, but not PHA! Only if we needed to assist you in verifying compliance with 59-65-47 would we ask to see these records.

In what situations would PHA request to see academic records other than the Mid Year Checklist or Parent-Teacher Completion Statement? Why?

PHA requires only 2 signed affidavits (the Mid-Year Checklist and Parent-Teacher Completion Statement) from the parent-teacher stating that he or she has all the documentation required by 59-65-47 on file in the privacy of their home. Only if PHA receives a report of educational neglect would we require submission of copies of the additional information *listed above. These situations are rare, but they do occasionally happen. Often they are unfounded. However, in a few instances we have found them to be legitimate. These parents were not actually homeschooling their children at all and therefore did not have the proper documentation in their files as required by SC Law 59-64-47.
What kind of documentation is required for Kindergarten students?

Kindergarten age students are allowed a waiver option through their local public school district. However, if the parent-teacher prefers to provide a kindergarten education at home under a homeschool association rather than request a waiver through the public school, the parent-teacher must comply with the requirements of 59-65-47. Choosing to homeschool a student regardless of grade mandates that you comply with SC state homeschooling law even in kindergarten.

How should I record activities in which the student and parent-teacher engage?

Parents may tailor their record-keeping methods to suit their particular teaching styles. Some may want to write out daily lesson plans a week or two in advance, while others may want to log in activities daily or even after they’re finished. Activities may be logged in daily or weekly. Don’t feel that you must cover every subject every day. If you and your children are thoroughly engrossed in a history lesson, for example, don’t put it down just because it’s time for science. Enjoy the activity at hand! That’s the beauty of homeschooling. Of course, some subjects, like math and reading, require daily building of skills. But science and history can be alternated in daily, weekly, monthly, or semester blocks or integrated with other disciplines, as in unit studies. Some elementary schools cover science one semester and history the next. (Please note: If high school students are working toward Carnegie Units for a PHA transcript or diploma, please understand the minimum requirements of a Carnegie Unit and the standards PHA uses to award diplomas.)

How should attendance records be maintained?

The school year must be at least 180 days. Field trips may be counted as a day. As a PHA member, you may follow a traditional school year, school year round, school four days per week, combine half days to equal one full day, or teach on weekends or evenings, etc. Whatever combination you use must equal 180 days per year. Since PHA’s business year ends June 30th, we require you to submit your Parent-Teacher Completion Statement by June 15th. If your 180 days are not complete by June 15th, you may indicate on this form what date you anticipate your 180 days to be completed. A good way to keep up with attendance is to use a plan book or journal with weekly layouts in which the day and date are blank. You fill in the days and date each week, then keep a running cumulative total of days present and absent somewhere on the page. This makes it easy to transfer to your semi-annual progress report. Your membership handbook also provides an attendance report template for your convenience if you choose to use it.

What constitutes a “day” of school?

That depends on: your style of teaching, your student’s learning style, age, and attention span. With one-on-one instruction, a homeschooler can cover the basics typically much faster than his public/private school counterpart, leaving much more time for extracurricular activities. If you don’t get to a particular subject one day, catch up another day or on the weekend. If your student covers two days of coursework in one day, you may count that as two school days for that course. There are many creative ways to cover and document subjects without being stifled by a strict schedule. High school homeschoolers may also be interested in counting hours spent per course to qualify for Carnegie Units.
What should I include in my student’s academic portfolio?

To meet state requirements, keep samples of daily lessons in all subject areas, your plan book or diary, your semi-annual progress reports, assessments, and attendance records. You may also want to include any information from special evaluations, such as speech, vision, and hearing screening, etc. or information on any other handicapping condition and special provisions made or services rendered. It’s also a good idea at the elementary level to include a tape of your child’s oral reading, recorded periodically throughout the year.

High school portfolios should be more elaborate and should be geared toward the audience with whom the student is planning to share the portfolio. One popular resource for help in creating portfolios is *The Homeschooler’s Guide to Portfolios and Transcripts*, by Loretta Heuer, M.Ed.

**PRIVACY ISSUES**

**What is PHA’s privacy policy?**

Information submitted to our office is for our files only. We do not give members’ names, addresses, or phone numbers to anyone. We only report the number and grade level of our members to the local school district once a year, as required by law. When a school district calls to verify membership, they must provide us the name before we will verify membership status. We do not give lists of home-schoolers’ names to local authorities or school departments ever.

**Why does PHA require that applicants record on their application for membership any previous contacts by local or state authorities, student expulsions or suspensions from previous schools, and special needs status of students?**

We need to be aware of problems of this nature for several reasons: First, if a prospective member is already embroiled in a legal battle, we feel we would risk the protection of our association, thus our current members, if we approve such an application without full disclosure of such extenuating circumstances. Second, in the event DSS or the local school district contacts us about one of our members, we want to be able to speak intelligently on their behalf. By being well informed we are best prepared and able to represent and defend their membership in good standing. Third, school districts are required to offer special services to special needs students. With special needs data provided to us by you, we can then provide information to you about these optional public services should you wish to consider them for your child.

**What if I am contacted by authorities concerning my homeschool?**

Show them your current PHA Certificate of Membership and a copy of Section 59-65-47, if needed. Tell them they may contact PHA for verification of current membership in good standing. You must notify PHA’s office within 24 hours of the contact by authorities. To neglect to do so violates your parent-teacher statement of commitment. Do not invite school officials or DSS workers into your home. They do not have the right to enter your home uninvited or unannounced. To invite them in, could give opportunity for unwarranted scrutiny of not only your homeschool, but also your household. For information on legal defense, refer to the “Other Services” section of the handbook.
CURRICULUM

What curriculum resources should I use?

PHA parent-teachers are free to choose whatever materials they determine are best for their students’ interests and learning styles. This freedom is what attracts many families to Option 3 homeschool associations, like PHA, rather than Option 1 or 2, where your curricula choices are much more regulated. With PHA, you may purchase a formal curriculum package like Bob Jones or Abeka, or use an eclectic approach which includes texts from different companies. You may use prepared unit studies, create your own unit studies, use an objectives checklist, use library books, or enroll in a correspondence school with or without full record-keeping services. The possibilities are limitless. PHA allows you the freedom to choose the materials that meet your student’s individual needs.

What subjects am I required to cover?

59-65-47 states that your curricula must include, 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. In kindergarten through high school, all these subjects are required every year. It is recommended that reading and math be covered every day, since these are skills that build incrementally with practice. Those using the unit study approach usually stress certain subjects more than others at times; however, there must be a balance of subjects covered overall. A good way to document subjects covered in unit studies is to keep a weekly instead of a daily journal. High school students may follow a course of study similar to the public schools in which every subject is not covered every semester; instead, a certain number of units for each subject are required for graduation. (Check with the State Department of Education or your local high school for graduation requirements. These are subject to change from year to year. South Carolina’s colleges and universities require certain college preparatory courses. These are listed at the following website: www.che400.state.sc. These also are subject to change from year to year.) Please note that even in the public schools, students have instruction in English/Composition and Math every year.

The following information is provided for those who would like to pattern their high school curriculum after the public school. This is not required by PHA unless you will be requesting a diploma through PHA.

<table>
<thead>
<tr>
<th>S.C. State High School Requirements</th>
<th></th>
</tr>
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<tbody>
<tr>
<td>English/Language Arts</td>
<td>4 units</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4 units</td>
</tr>
<tr>
<td>Lab Sciences (ie. Biology, Chemistry, Physics)</td>
<td>3 units</td>
</tr>
<tr>
<td>U.S. History and Constitution</td>
<td>1 unit</td>
</tr>
<tr>
<td>Economics (1/2 unit),</td>
<td></td>
</tr>
<tr>
<td>U.S. Government (1/2 unit)</td>
<td>1 unit</td>
</tr>
<tr>
<td>Other Social Studies</td>
<td>1 unit</td>
</tr>
<tr>
<td>Physical Education or Junior ROTC</td>
<td>1 unit</td>
</tr>
<tr>
<td>Computer Science (to include keyboarding)</td>
<td>1 unit</td>
</tr>
<tr>
<td>*Foreign Language or</td>
<td></td>
</tr>
<tr>
<td>Career and Technology Education</td>
<td>1 unit</td>
</tr>
<tr>
<td>Electives</td>
<td>7 units</td>
</tr>
<tr>
<td>Health/Human Wellness must be covered in</td>
<td></td>
</tr>
<tr>
<td>Biology or other Elective for approx.</td>
<td></td>
</tr>
<tr>
<td>60 hrs.</td>
<td></td>
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</tbody>
</table>

Total number of units required for receiving a S.C. state high school diploma: 24
Students in College Prep program must earn one unit in a foreign language. However, many four-year colleges/universities require at least two years of the same foreign language; Students in a Tech Prep program must earn one unit in Career and Technology Education.

**TRANSFER TO PUBLIC OR PRIVATE SCHOOL**

Will I have any problems entering my child into public school later if I decide to do so?

The public schools cannot deny your child’s entrance. The thoroughness of your record keeping during your homeschooling years will help school officials determine the best grade placement for your child as well as whether the student will receive credit for homeschool courses. Some schools may require your child to take a placement test. Standardized test scores also assist the process of public or private school enrollment.

In public high schools, **Carnegie Units** are required for promotion and graduation. A minimum of 120 hours in one subject – meeting 4 or 5 times a week for 40 to 60 minutes, for 36 to 40 weeks each year - constitutes one Carnegie Unit, as set by The Carnegie Foundation for the Advancement of Teaching (www.carnegiefoundation.org).

Most public schools now set their own definition of a Carnegie Unit as 150 hours per subject. The public school begins issuing Carnegie Units in the freshman year of high school. Carnegie Units are also required at the eighth grade level for consideration for entry into honors courses in the ninth grade. Some high schools will accept the parent’s documentation of Carnegie Units; however, no high school is required to accept credits from another school, whether it be private, public or homeschool. Some schools require students to take an exam on each course considered for credit upon entry to high school. Check with your local school to see what they require and will accept if you plan to enroll your child with them.

Regardless of the level of entrance, be prepared to answer questions about your homeschooling methods, materials, and course of study. As PHA members, parents are responsible for all aspects of their homeschool. This includes keeping abreast of current public school graduation requirements as well as providing any documentation necessary for grade placement in your local school. If entry into public high school is a future possibility, begin your preparation well in advance of entry by visiting the school and talking with the guidance counselor.
THE BASICS

What other options for homeschooling are available in South Carolina other than Homeschooling under 3rd Option Law (Section 59-65-47)?

Two other older and less popular options are available. **Option 1** is to homeschool under the authority of your local school district (See Statute 59-65-40 on page 18.) This option is free; however, there are several disadvantages: You are required to submit more paperwork, to teach 4½ hours per day, to be approved and monitored by the local school board, and to comply with public school standardized testing. Your children must either take these standardized tests in the public school classroom with the other children or be tested at your home after school hours by a teacher from the school where your children would attend. Testing in the classroom setting is free, but you must pay the tester if you choose to have your children tested in your home. Be aware that not all local school districts offer homeschooling oversight and will often refer you to an association such as PHA if you wish to homeschool.

Another disadvantage with homeschooling under the local school district is the authority it gives the district over your homeschool. If your children’s standardized test scores fall below grade level, your homeschool will be put on probationary status. If test scores do not improve the next year, the school board may not give permission for you to homeschool another year. They may also choose your curriculum for your child rather than allow you to determine the curricula.

**Option 2** for homeschooling is to homeschool under the accountability umbrella of the South Carolina Association of Independent Homeschools. (See Section 59-65-45 on page 17.) SCAIHS’ law is slightly different from Section 59-65-47 in that it does not contain section (d), which allows parental maintenance of all educational records. Many people believe this inclusion actually protects homeschoolers in that it clearly defines who is responsible for these records.

Is private chartering considered an option in SC?

While several school districts recognize and may even encourage private charters, this option is considered by many to be less safe as the three previously mentioned. Our former Attorney General issued an opinion that chartering is not a legal option in South Carolina.

Should I name my homeschool?

Yes, for several reasons. It gives your children a good feeling to be able to give the name of their school when asked where they attend. Also, occasionally we all have to fill out applications or forms that ask for a school name (summer camp, honors chorus, etc.) There are many offers found over the internet and in books and magazines for free materials for teachers. Their request forms often ask for a school name. Please indicate your school name on your attendance records and semi-annual progress reports. Also, a school name is required for a PHA diploma.

HOMESCHOOLING IN HIGH SCHOOL

How will my student obtain a diploma?

PHA offers diplomas, complete with member school name, bearing PHA’s official seal. (See “Diploma Information and Order Forms” in the Appendix for details). Because there is no accrediting agency for homeschools, the PHA diploma is not accredited. However, because homeschooling through high school is a legal option,
the PHA diploma is recognized as a legitimate representation of the academic completion of a student’s high school curricula. PHA has never had a diploma rejected by a college, university or the military. The PHA diploma does satisfy the state requirements for graduation in SC and therefore meets the graduation requirements for consideration for SC state scholarships.

You may desire to create your own diploma. However, if you need or desire something other than the PHA diploma or teacher made diploma, there are a couple of additional options. One option is the GED program. This certificate qualifies the student for federal and state financial aid programs. However, this may not be the best choice for your homeschooled student because it will not reflect the quality of education your student has received. (GED stands for “general educational development”, not “graduation equivalency diploma,” as many people assume. It is designed to be passed with only a tenth-grade education.)

Another option for homeschoolers seeking a high school diploma, is to enroll in an accredited correspondence school or satellite program. Be sure to find out if the institutions you want your child to be admitted to after high school recognize these diplomas. Several of the more widely recognized accredited diploma programs are the American School, University of Nebraska-Lincoln, Keystone National High School, and Cambridge Academy. You also need to make sure a diploma from the correspondence school chosen will qualify your student for federal and state financial aid if this is needed.

Some private or church schools offer diploma services to homeschoolers through an umbrella program. However, this can be rather expensive and put undue restrictions on your homeschool. Another option is to take advantage of the services offered by Clonlara or North Atlantic Regional Schools (NARS). These two private day schools offer a diploma program to homeschoolers by reviewing homeschool portfolios.

As with all aspects of homeschooling high schoolers, it is important to start early researching diploma requirements for the career path your student has chosen, and exploring all options available. Contact the college of your student’s choice to find out what they require. Every college has different requirements. Some helpful guides available to help you with college admissions are: Homeschoolers’ College Admissions Handbook: Preparing 12-18 Year Olds for Success in the College of Their Choice by Cafi Cohen, The Ultimate Guide to Homeschooling by Debra Bell, College without Compromise by Scott and Kris Wightman, and www.CollegeScholarshipPlan.com.

If you choose to issue your own diploma there are several sources available for obtaining a nice certificate: (See resource section for addresses and/or phone numbers.)

- **Alpha Omega** – blank diploma.
- **Home School Legal Defense** – diploma comes in burgundy, leatherette case, embossed in gold with the “lamp of knowledge”; parents fill in information.
- **Educational Support Foundation**- personalized diploma with all information typeset in calligraphic style.
What do I do about transcripts for transferring students to public or private school or for college entrance?

There are several resource books available to guide you in creating your own transcripts. A few titles are The Homeschoolers’ Guide to Portfolios and Transcripts, Homeschooling the High Schooler, And What About College, Apprenticeship + Plus, Senior High: A Home-Designed Form-U-la, and College Admission: A Guide for Homeschoolers. Home School Easy Records, a computer software program, is another good source for transcripts, lesson plans and other record keeping. The appendix has a sample transcript that you can use as a guide for creating your own.

Your transcript should be neatly typed. Handwritten transcripts are not accepted in any SC colleges or universities. It should include the following basic information: Homeschool name, address, and telephone number; student name and birth date; completed courses with corresponding grades and credits earned; total credits, cumulative G.P.A.; and grade point equivalents (if letter grades are given as final grade). State that your homeschool is registered under your family name as a member of Palmetto Homeschool Association, Inc. Your transcript must be signed and dated by the parent-teacher. Please be aware that if your student is seeking the Life Scholarship money, 2 and 4 year colleges are requiring transcripts from an accountability association to verify the GPA.

Most transfers to public or private school are successfully completed by the parent-teacher’s transcript or most recent progress report. Sometimes submission of the student portfolio for certain courses will be required. Occasionally a school will request that the parent-teacher-generated transcript be verified by the accountability association. Unless the student has joined the PHA transcript program we can not verify the parent-generated transcript, but we can create a letter of membership in good standing as a legal homeschool during the period of the approved enrollment with PHA. In order to certify transcript grades for college scholarship eligibility or class ranking, PHA requires that the student be enrolled in our transcript program. See the transcript section of our website or handbook for details.

In the event a high school refuses to accept the parent-teacher transcript, please contact PHA’s office. We may be able to facilitate acceptance of your transcript by sending it from our office with a cover letter.

For college, scholarship, and other post-high school needs, PHA offers a full transcript program. This program is open to all high school students. PHA will keep track of student grades in our database and generate a transcript with student GPA tabulated according to South Carolina’s Uniform Grading Scale. It will also provide a class ranking. This transcript will indicate the member school name and bear the official seal of PHA. The cost of this service is $35/year for freshman and sophomore transcripts and $50/year for junior and senior transcripts. This fee includes sending official transcripts to any colleges, scholarship programs, or other institutions.
TESTING

What kind of testing is required if we homeschool?

Statute 59-65-47 does not require standardized testing, so neither does PHA. This is a freedom you won’t find with Option 1 or Option 2 homeschooling. The 3rd Option law does require individualized documentation of the student’s academic progress in each of the basic instructional areas; therefore, some type of assessment is required. This could be a curriculum-based test, checklists of objectives, teacher-made tests, an inventory of basic skills, a standardized test, or other creative means of assessment. You will indicate which of these methods of assessments you used with your student(s) on the Mid-Year Checklist and Parent-Teacher Completion Statements.

What kind of testing is required for college entrance and when should the tests be taken?

It is a good idea for your college-bound student to take the PSAT in tenth grade as a practice round. The eleventh grade PSAT score is used to qualify for the National Merit selection. Your student should also take the SAT or ACT no later than the second semester of his/her junior year, in order to have scores available for scholarship applications. These tests can be taken again during the senior year if your student desires to try for a better score. There is no penalty for taking these tests several times.

How can my student prepare for the PSAT, SAT, and ACT?

The key to success is practice. Some helpful materials for SAT/ACT preparation are Barron’s Practice Guides, Inside the SAT and PSAT an award-winning software program from Princeton Review (800-2-Review), and SAT College Preparation Course for the Christian Student by James Stobough. Website www.studyguidezone.com/sattest.htm has questions and a free study guide. Study aids are also available from Princeton Review, Gruber, and IDG Books’ Dummies Guides.

Can my student earn college credit during high school if they homeschool?

Yes! Contact your local technical college or 2 year college, they LOVE homeschoolers that are juniors or seniors. These college level courses will be considered dual credit, which will improve your students GPA because the classes carry a greater weight based on the uniform grading scale. Also, the student can receive college credit through a rapidly growing segment of education called distance learning. Through advanced placement equivalency exams, students are allowed to opt out of freshman-level courses. Through CLEP (College-Level Examination Program) tests and PEP (Proficiency Examination Program) tests, a student has the opportunity to do an independent study, then take an equivalency exam that is representative of the knowledge typically acquired in that college-level course. Each institution sets its own standard for what constitutes a passing grade. These tests are available from the makers of Advanced Placement exams and the SAT. Study guides are available from the CLEP program. Another resource is Barron’s How to Prepare for the CLEP. Students may earn college credit through correspondence courses. Check out Bear’s Guide to Earning College Degrees Non-traditionally by John and Mariah Bear and/or Peterson’s.com. One such program is offered cooperatively by Penn State University and the University of Iowa. Contact LionHawk Program (800)272-6430 http://www.uiowa.edu/~ecp Students may earn college credit through the internet. Some institutions award credit for life experiences. For guidelines, read How to Earn a College Degree without Going to College by James Duffy or see www.CollegePlus.org.
Will homeschooled students be able to qualify for South Carolina Scholarships?

Yes. To qualify for the **LIFE Scholarship**, students must meet two of three of the following criteria: 1) Graduate from high school with a minimum 3.0 GPA on a 4.0 scale, calculated after the eighth semester; 2) Receive a score of at least 1100 on the SAT or 24 on the ACT; 3) Rank in the top 30% of graduating class. (*For students enrolling in a 2-year college or tech school, only a 3.0 average is required. The other requirements are waived*). **Homeschooled students who need the class rank in order to qualify must join our transcript program by Sept. 30th, to receive the necessary class ranking.** Scholarship recipients must be South Carolina residents, and in addition to the academic requirements listed above, they must:

- Attend an eligible South Carolina public or private college or university;
- Be a legal resident of the State of South Carolina;
- Have not been convicted of any felonies or alcohol or drug related misdemeanors;
- Be a U.S. Citizen or a permanent resident;
- Be a full-time degree seeking undergraduate student;
- Must not be a Palmetto Fellow recipient; and
- Must not be in default, owe a refund, or repayment on Federal or State financial aid.

**Award amount for LIFE scholarship recipients**

- Four-year Public Institution: Cost of tuition, not to exceed $4,700, plus a $300 book allowance per year.
- Four-year Independent Institution: Up to $4,700 plus a $300 book allowance.
- Two-year Public and Independent: Up to $3,080 plus a $300 book allowance.
- Technical: Up to the cost of tuition plus a $300 book allowance.
- Life Scholarship Enhancement for students majoring in math and science at a 4 year school: Up to $2,500.

The **Hope Scholarship:**

Students who do not qualify for a LIFE or Palmetto Fellows Scholarship but otherwise earn a B average upon graduating from high school will be eligible to receive up to a maximum of $2,650 towards the cost of attendance at a 4-year public or private institution for the first year only. Application must be made through the institution to which the student is seeking enrollment.

**Lottery Tuition Assistance**

It will replace LIFE Scholarship at 2-year public and independent institutions. Any SC student who qualifies for in-state tuition rates at a technical or public two-year institution may receive lottery assistance. It will cover the cost of tuition.

The college or university to which the student applies will notify the student of his/her eligibility for the LIFE and HOPE Scholarships and the Lottery Tuition Assistance. Refer any questions to their financial aid office. For further information
on the Life and Hope scholarships and the Lottery Tuition Assistance, contact the South Carolina Commission of Higher Education at (803)737-2293.

The Palmetto Fellows Scholarship

This is a merit-based scholarship administered by the South Carolina Commission on Higher Education. Award amount is up to $6,700 annually. To qualify for the Palmetto Fellows Scholarship, students must meet the following pre-requisites:

• Score at least 1200 (verbal and math combined) on the SAT or 27 composite on the ACT; and
• Earn a 3.5 GPA on a 4.0 scale or a 3.5 on the Uniform Grading Scale by the end of the junior year or senior year; and
• Rank in the top six percent of the class at the end of either the sophomore, junior or senior year; and
• Be enrolled in a public or private high school or an approved home school program of study.
• Be a legal SC resident as defined in State statutes governing the determination of residency for tuition and fee purposes.
• Be a U.S. citizen or permanent resident.
• Be seriously considering attending, have applied, or have been accepted for admission to an eligible four-year baccalaureate-granting public or private college or university in SC.
• Certify that he or she has not been convicted of any felonies, and has not been convicted of any alcohol or drug-related misdemeanors within the past academic year.
• Certify that he or she does not owe a refund or repayment on State or Federal financial aid.

If you believe your student meets the requirements for this scholarship and would like to apply, contact PHA’s office by September of the year you meet all of the above prerequisites. It is the parent-teacher’s responsibility to schedule all required standardized tests and enroll their student in PHA’s transcript program by the September 30 deadline of the year they wish to apply. PHA will provide all qualifying homeschool transcript members with the scholarship application.

Because scholarship requirements can change rapidly, it is strongly recommended that parents seek up-to-date information from the South Carolina Commission on Higher Education at (803) 737-2260 or their website: http://www.che.sc.gov

Early Graduation Guidelines

For LIFE, LTAP, and HOPE Scholarships: Students graduating midyear must submit an Early Graduation Application Form, along with an official letter from the high school principal (or association director) and an official high school transcript in one packet to the Commission on Higher Education. Early Graduation Application Forms may be obtained from the Commission’s website above.
PHA Dates To REMEMBER:

**September 30**
- Deadline for High School Transcript Program Applications

**January 15**
- **Mid-year Checklist** must be mailed to PHA and postmarked by this date.
- **Final Grade Report** for any courses completed by high school seniors.
- **Semi-annual Progress Report** must be in your files by this date or at the end of your 90 days. **DO NOT mail to PHA.**

**February 28**
- Deadline for Diploma Program Application

**May 15**
- **Final Grade Report** for high school seniors

**June 15**
- **Parent-Teacher Completion Statement** must be mailed to PHA and postmarked by this date.
- **Final Grade Report** for 9th-11th high school students must be mailed to PHA.
- **Second Semi-annual Progress Report** must be completed for your files by this date or at the end of your 180 days. **DO NOT mail to PHA.**

The Mid-Year Checklist and Parent-Teacher Completion statement were mailed to you in your member packet. It is the parent-teacher’s responsibility to complete and return these forms on time. Please mark your calendar.

**Failure to submit these forms will result in termination of membership for non compliance.**

**Failure to Submit Mid-Year Checklist and/or Parent-Teacher Completion Statement on Time:**

These two documents must be postmarked by the stated due date. PHA will notify members if their checklist has not been received on time. If the checklist, along with a $10.00 late fee, are not received within 10 business days after late notification, membership will be terminated due to non-compliance under §SC 59-65-47 and PHA standards agreed to in Parent-Teacher Statement of Commitment.

**Termination for Non-Compliance:**

Notification of termination of membership will be given by certified, returned receipt mail. At the time of membership termination by PHA, a letter of termination notification may be sent to the appropriate school district authorities.

*Terminated members may not reinstate or re-apply.*
SECTION 4. Title 65 of the 1976 Code by adding a new section to read:

“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 standards of the associations exempt the home school from the further requirements of Section 59-65-40 or 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 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 © 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 5. This act takes effect upon approval by the Governor.
Became law without the signature of the Governor--6/20/96
SCAIHS LAW – Option #2

On April 8, 1992, Governor Carroll Campbell signed the following legislation, making membership in SCAIHS a legal alternative for home schooling families:

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 school from the further requirements of 59-65-40.

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 education development (GED) certificate;

b) the instructional year is at least 180 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.

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.
ORIGINAL HOMESCHOOL LAW – Option #1
A BILL TO AMEND SECTION 59-65-40, CODE OF LAWS OF SOUTH CAROLINA, 1976,
RELATING TO INSTRUCTION OF STUDENTS AT HOME, SO AS TO PERMIT A PARENT OR
GUARDIAN TO EDUCATE HIS CHILD OR WARD AT HOME AND TO ESTABLISH
REQUIREMENTS FOR HOME INSTRUCTION.
Amend Title To Conform
Be it enacted by the General Assembly of the State of South Carolina:
SECTION 1. Section 59-65-40 of the 1976 Code is amended to read:
“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 the children reside. A district
board of trustees shall approve home schooling programs which meet the following
standards:

(1) the parent holds at least a high school diploma or the equivalent general educational
development (GED) certificate and attains a passing score on the basic skills examination
developed pursuant to Section 59-26-30(b)(1);

(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 semi-annual
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 at 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 standards 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 2. Section 59-20-40(1)C of the 1976 Code is amended by adding at the end: “School districts may count each student who is instructed at home under the provisions of Section 59-65-40 in the districts weighting of .25, if the student would otherwise attend the schools of the district and if employees of the district spend at least eighteen hours during the school year supervising, overseeing, or reviewing the student’s program of home instruction. No local match is required for students instructed at home under the provisions of Section 59-65-40.”

SECTION 3. This act takes affect July 1, 1988
CASE NOTES
The requirement that a parent who provides a Homeschooling program to his or her child must pass the basic skills examination (EEE) is unenforceable, since the process for validating the examination failed to meet the standard of reasonableness where the EEE did not test teaching ability, the panel who evaluated each item of the EEE for task relatedness and bias were not given a description of successful Homeschooling, and the scores given the examination by those who were Homeschooler versus those who were not was substantially different. Lawrence vs South Carolina State Board of Education (1991, SC).

ATTORNEY GENERAL’S OPINIONS
Use of a correspondence course does not, alone, constitute a school under compulsory school attendance laws. 1984 Op Atty. Gen, No 84-12. p.42
Although school district boards of trustees may take a reasonable period of time to review and act on application for home instruction, deadlines may not be set beyond which applicants would no longer be considered. 1991 Op Atty. Gen, No 91-8, p. 36
Requirements of 59-65-40 must be met before parents or guardians may teach their children at home. This is so regardless of whether, in absence of 59-66-40, home instruction would constitute private school of “member school” of organization of other home schools within meaning of 59-65-10. 1991 Op Atty. Gen, No 91-8, p. 36.
Statutory provisions do not authorize students to be taught by anyone other than their parents or guardians in a home instruction setting. 1989 Op Atty. Gen, No 89-22, p. 60.
The home instruction law does not authorize on-site visits to a home prior to approval of a home instruction program, nor does it authorize subsequent visits to determine whether standards are being met; prior visits would only be permissible with the agreement of the parent or guardian as an alternative to providing additional information about the place of instruction. 1989 Op Atty. Gen, No 89-22, p. 60.

Compulsory Attendance Law
59-65-10. Responsibility of parent or guardian; notification by school district of availability of kindergarten; transportation for kindergarten pupils.
(A) All parents or guardians shall cause their children or wards to attend regularly a public or private school or kindergarten of this State which has been approved by the State Board of Education or a member school of the South Carolina Independent Schools’ Association or some similar organization, or a parochial, denominational, or church-related school, or other programs which have been approved by the State Board of Education from the school year in which the child or ward is five years of age before September first until the child or ward attains his seventeenth birthday or graduates from high school. A parent or guardian whose child or ward is not six years of age on or before the first day of September of a particular school year may elect for their child or ward not to attend kindergarten. For this purpose, the parent or guardian shall sign a written document making the election with the governing body of the school district in which the parent or guardian resides. The form of the written document must be prescribed by regulation of the Department of Education. Upon the written election being executed, that child or ward may not be required to attend kindergarten.

PHA NOTE: This means children from the ages of 5 through 16 must be schooled. Seventeen year-olds are not under the compulsory attendance law; however in some instances membership in an association is necessary. For example, some technical schools require these students to be members of an association before they will grant them admission.
Testing

Bayside School Services: 1-800-723-3057
Bob Jones Univ. (800) 845-5731 Testing may be done at home if you become a qualified tester. BJU will connect you with a local qualified tester in your area.
Curriculum Associates. Brigance Inventory of Basic Skills available through catalog. (800) 225-0248.
www.curriculumassociates.com
Family Learning Organization Educational Assessment and Testing Service
(509) 467-2552 or (800) 405-8378
Metropolitan Achievement Test, Iowa Tests, CA Achievement Tests, a checklist for skills learned, and freestyle assessment form. Parents test students in their normal learning environment. Assistance is available. $15-$35. Scores are returned to parents.
Hewitt Educational Resources (800) 348-1750 PASS Test for 3rd-8th. Administered at home by parent.
The South Carolina Department of Education - Adult Performance Assessment / GED Testing
212 Rutledge Building / 1429 Senate Street / Columbia, SC 29201  (803) 734-8347
Students must be at least 17 years of age and not enrolled in school to take the GED.
Virtual Knowledge IQ and Achievement Tests
Available through Edutainment software catalog: 1-800-338-3844

College Admissions Testing Services/Information

Please note: For each test listed below, homeschoolers may have test results mailed to the homeschool instead of the high school by entering the homeschool code instead of the high school code on the test. Codes are different for each test and are listed in bold print.

PSAT: High school students should take the PSAT their junior year of high school. This test is usually given in October. The results are used to determine National Merit Scholarships. Students may take it for practice in earlier years, but it counts for the scholarship only in the junior year. For more info, contact:

PSAT/NMSQT at P.O. Box 6720, Princeton, NJ 08541-6200 (609) 771-7070
Website: www.collegeboard.org/psat/html/ready001.html Students register and take this test through the local high school. The code for Palmetto Homeschool Association is 411699.
To find out more about the National Merit Scholarship, write or call the:
National Merit Scholarship Corp.
1560 Sherman Ave, Suite 200
Evanston, IL 60201-4897  (847) 866-5100  Website:  www.nationalmerit.org

ACT/SAT: High school students should take the ACT and/or the SAT the second semester of their junior year. These tests are used for college admission and for consideration of scholarships. Students may take tests earlier for practice, or later to try for a higher score. For more information, contact the appropriate center below:

ACT Registration, P.O. Box 414, Iowa City, IA 52243-0414
(319) 337-1270 Website:  www.ACT.org and www.ACTstudent.org
Code for Palmetto Homeschool Association, Inc. is 411699.

SAT Program, Educational Testing Services, P.O. Box 6200, Princeton, NJ 08541-6200 (609) 771-7600 Website: www.collegeboard.com
Code for Palmetto Homeschool Association is 411699.

Test-preparation materials and other information is available from:
The College Board
45 Columbus Avenue, New York, NY 10023-6992
(212) 713-8165 Website:  www.collegeboard.org
**Scholarships**

The Palmetto Fellows Scholarship:
Qualifying juniors or seniors may apply for this scholarship through Palmetto Homeschool Association if they meet the 3 criteria of rank (top 6%) of class, GPA minimum of 3.5, and SAT score of at least 1200 or ACT score of at least 27 (math and verbal combined). Students must be enrolled in PHA’s transcript program, and must take the SAT or ACT no later than March of their senior year in order to have results in time for consideration. For more information on this scholarship, visit the website of the SC Commission on Higher Education at [http://www.che400.state.sc.us](http://www.che400.state.sc.us)

Life Scholarship:
Applications must be made through the college the student plans to attend.

Students must have two of the 3 requirements to be eligible for LIFE Scholarship:
1. A 3.0 GPA on a 4.0 scale
2. Score at least 1100 (verbal and math combined) on the SAT or 24 composite on the ACT.
3. Be ranked by their homeschool association in the top 30% of their class.

The Governor’s Committee on Employment of People with Disabilities’ Annual Journalism Contest
Winner of this state wide contest will be awarded a four-year scholarship from the state-supported institution of his or her choice. This contest is sponsored by:
SC Vocational Rehabilitation Department
P.O. Box 15, West Columbia, SC  29171-0015
(803) 896-6630

For more state scholarship information, please contact the S.C. Commission on Higher Education, 1333 Main St., Suite 200, Columbia, SC 29201 (803) 737-2260 (or the above website). Visit your public library for information on other types of scholarships.

**Student Financial Aid**

Federal Student Aid  Web: [www.studentaid.ed.gov](http://www.studentaid.ed.gov)  Phone: 1(800)4-FED-AID
State Student Aid: Web: [www.che400.state.sc.us](http://www.che400.state.sc.us)  Phone: (803)737-2260
The College Board  [www.collegeboard.com](http://www.collegeboard.com)
CollegeScholarshipPlan.com  Help with college admissions and scholarships. Phone: (803)656-5556
Fast Web: Personalized search of over 180,000 scholarships.  [www.fastweb.com](http://www.fastweb.com)
Fin Aid: The most comprehensive source of financial aid on the Internet.  [www.finaid.org/finaid.html](http://www.finaid.org/finaid.html)
U.S. Dept. of Educ.: 1-800)433-3243  (Can request forms and eligibility requirements for federal aid).

**College Credit by Examination**

American College Testing PEP 319-337-1387
College Level Examination Program (CLEP):  *The Official Handbook For The CLEP Examinations* published by The College Board, PO Box 6601, Princeton, NJ 08541-6681
The Advanced Placement Program (AP), The College Board, 45 Columbus Avenue, New York, NY 10023
The Electronic University:  *A Guide to Distance Learning Programs* (Peterson’s Guides)
The Independent Study Catalog, 6th Ed. (1995, Peterson’s Guides)
The Internet University:  *College Courses by Computer*, by Dan Corrigan, Cape Software Press
Homeschooling College/ Distance Learning Information

College Degrees by Mail & Modem:
100 Accredited Schools That Offer Bachelor’s, Master’s, Doctorates and Law Degrees by Home Study by John Bear and Marian Bear (1999, Ten Speed Press)
The Electronic University: A guide to Distance Learning Programs Peterson’s 1993)
Virtual College by Pam Dixon
Yahoo’s Links for Distance Learning: http://www.yahoo.com/Education/Distance_Learning/
Peterson’s Education & Career Center: http://www.petersons.com
College without Compromise by Scott and Kris Wightman

Duke University Talent Searches
Duke University sponsors two different talent searches to identify academically talented students in our area, one for 4th and 5th graders, and another for 7th graders. Students achieving higher scores may attend recognition services, attend Summer Studies Programs on various campuses, and receive single-course tuition scholarships from a number of universities. To enroll, request an application from the TIP program at (919) 684-3847, or enroll online at www.tip.duke.edu. Deadlines are in October for the December test dates and November for the January or February test dates. (Check their website for specific deadline dates.) Fees apply.

Test Preparation
The Princeton Review Cracking the SAT and PSAT 1996 by Adam Robinson and John Katzman
Barron’s How to Prepare For The ACT American College Testing Assessment Program by George Ehrenhaft, et. Al.
SAT and College Preparation for the Christian Student by James Stobaugh

Legal Defense
Home School Legal Defense Assoc. (540) 338-5600 Website: www.hslda.org
The Rutherford Institute S.E.Reg. Office (804) 978-3888 Website: www.rutherford.org/
American Center for Law and Justice (757) 226-2489 http://www.aclj.org/

Legislative Information
Governor fax (803) 734-1598
Senate fax (803) 212-6299
House fax (803) 734-2925
MySCLegislator.com link: http://www.mysclegislator.com/contact/default.aspx
For a free complete list of SC General Assembly members, copies of bills, or to keep tabs on bills call 1-800-922-1539 or go to http://www.scstatehouse.net/

Homeschool Support Associations
- Carolina Homeschooler: www.carolinahomeschooler.com
- SCHEA South Carolina Home Educators Assoc. (803)722-2330 www.SCHomeEducatorsAssociation.Org
- AHA American Homeschool Association (800)236-3278 www.americanhomeschoolassociation.org/
- NHA National Homeschool Association (513)772-9580
Palmetto Homeschool Association, Inc.

**Statewide Support Groups**

**Aiken Area Home Educators**  
Debbie Sides  
736 Kemball Pond Rd.  
Aiken, SC 29803  
803-642-6362 Email: Sidesd2@ltdkate.com

**Anderson Home School Association, Inc.** www.andersonhomeschool.net  
P.O. Box 2382  
Anderson, SC 29622  
(864)225-2121  
ashsainfo@charter.net

**Barnwell Area Christian Homeshoolers**  
Amber Weeks  
(803)300-3055

**Catholic Home Educators of S.C. (CHESC)**  
212 Florence St. SW.  
Aiken, SC 29801  
(803)649-6367

**Christian Home Educators of Camden** www.checnews.org  
Katie Woolington  
803-425-4916  
katiwoolington@bellsouth.net

**Christian Home Educators of Cherokee County** mac2n5@charter.net  
Melissa Carroll  
(864)902-0213

**Christian Home Educators of Easley (CHEE)**  
Cindy Roberson  
138 Independence Way  
Easley, SC 29640  
(864)915-3984 robersonc4@aol.com

**Christian Home Educators of Laurens County** www.chelc.net  
Karen Davidson  
(864)833-5462

**Crusaders** tnorder@earthlink.net  
(Covers areas SW Charlotte and NC/SC border)  
Tina Norder (704)588-3422
Palmetto Homeschool Association, Inc.

Easley Home Educators
Tammy Weant
(864)320-4802  ehenews@charter.net  www.yourservant.com/homeskool

Forest Acres Christian Educators
Lori Hatcher
1806 Edgemore Road
Columbia, SC 29223
(803)782-9190  Hatcherx4@sc.rr.com

Fort Mill Area Homeschoolers (FMAH)
Debbie Moon
info@fortmillhomeschoolers.com  www.fortmillhomeschoolers.com

Georgetown Area Home Ed
Jennifer Schmale
429 Loril St.
Georgetown, SC 29440
(843)520-5777  jenschmale@yahoo.com  www.homeschool-life.com/sc/gahe

GRACE at Home
Debbie Stumbo
411 Clem Road
Greenwood, SC 29649
(864)229-5596  grace_at_home@yahoogroups.com

Home Educators of Richland One (HERO)
Marjorie Pulliam  (803) 754-4778
1312 Denny Road
Columbia, SC 29203

Home Education Links for Parent Support (HELPS)
Susie Capraro
(954)791-9733  www.helpsonline.org

Home Educators of Richland/Lexington District 5 (HERALD 5)
Cyndi McCallister  (803)732-9546
PO Box 1743
Irmo, SC 29063  cyndikarlmac@hotmail.com  www. herald5.com

Home Schoolers of Union County
Cherie Wilson
4074 Cross Keys Hwy,
Union, SC 29739
(864) 429-9115  scchuc@yahoo.com
Palmetto Homeschool Association, Inc.

Home School Support Group of the Lowcountry
Loreen Buchanan  Low_Country_Homeschooling@yahoogroups.com
(843)681-5591  hsgl_102@yahoo.com

Lancaster Area Homeschoolers (Homefront)
Dianna Broughton
PO Box 1421,
Lancaster, SC  29721
(803) 285-2367

Lighthouse Home Educators
Carla Billings
(843) 756-6797  fivefold@sccoast.net

Lowcountry Christian Home Educators Association (LCHEA)
Rene Myers  www.lchea.net
P. O. Box 600571
N. Charleston, SC  29419
(843)607-0363  rssdjmyers@bellsouth.net

NE Area Columbia Inclusive Homeschool
Wendy W.  http://groups.yahoo.com/group/NEACHIS/
mom2mc@sc.rr.com

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Janice Davis  (803)786-0409
Robin Dye  homedyenamics@msn.com
822 Swygert Rd,
Blythewood, SC 29016

Orangeburg Christian Home Educators Assn
Laura  mokatjo@yahoo.com

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www.PalmettoTeenGroup.org

P.A.T.H.S.
Susan Hatcher
Brunson, SC
(803)943-2454  http://groups.yahoo.com/group/pathshomeschoolgroup/

PeeDee Christian Home Educators Association
John and Melanie Collins
P.O. Box 3861,
Florence, SC  29501
(843)666-2193  pdchea@juno.com  www.pdchea.org
Protestant Association of Teaching Homes
Paul Davis
1010 Wilson Road
Iva, SC 29655
Pwdavisjr@juno.com

REACH – Resources, Encouragement and Activities for Columbia area Homeschoolers
PO Box 2074
Irmo, SC 29063
reach@reachgroup.org www.reachgroup.org

Restoration Church Homeschooling Support Group
Rhonda Burns
130 Conway Black Road
Spartanburg, SC 29307 (864)579-7797 Ext. 71

Rock Hill Area Homeschoolers (RHAH)
PO Box 37464
Rock Hill, SC 29732
(803)980-3320 rhahomeschoolers@hotmail.com www.rhah.org

Sumter Area Family Educators (SAFE)
Trina Mask
2409 Toxaway Dr.
Sumter, SC 29154
(803)481-3363 Diane Parker (803)481-9258
love2teach@fte-i.net www.safehomeschool.org

South Strand Home Educators
Mary Gray
(843)995-2706
clemson tiger@sccc.tv

THING (The Homeschool Inclusive Network of Greenville)
Jill Todd (864)244-0858
THINGCo.Moderator@gmail.com
http://www.thing.smfforfree3.com

Tri-County Educational Association of Community Homeschoolers
PO Box 394
Mount Pleasant, SC 29465-0394 www.teach_hs.org teachhomeschool@yahoo.com.
The following pages contain SC Public School Policies that may be of interest to the homeschooling family. PHA uses the SC Uniform Grading Scale to calculate GPA. We are mandated to do so by the Commission of Higher Education.

**SC Public School Policy Regarding:**

- Uniform Grading Scale
- Carnegie Credits
- Honors Courses
- Dual Credit Courses
- AP Courses
- Sample GPA Calculation
- Converting Grades
- Withdrawing from a Course
- Retaking a Course

The State Board of Education adopted a uniform grading policy for South Carolina’s public schools in December 1999. That policy, which applied to all students who first enrolled in the ninth grade in the 2000–01 school year, has now been revised. The particulars of the state’s revised uniform grading policy are set forth in the pages that follow here. The new uniform grading scale and the system for calculating grade point averages (GPAs) and class rank will be effective for all students in the 2007–08 school year. Recalculations will be limited to the use of the three-decimal-place conversion factors specified in the South Carolina uniform grading policy’s grade point conversion chart. Increased quality points for dual credit courses and full credit for dual credit courses will not be figured into recalculations.
## Grade Point Conversion Chart

### South Carolina Uniform Grading Scale Conversions

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<thead>
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<th>Numerical Average</th>
<th>Letter Grade</th>
<th>College Prep</th>
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</table>

### Courses Carrying Carnegie Units

The uniform grading scale and the system for calculating GPAs and class rank will apply to all courses carrying Carnegie units, including units earned at the middle or junior high school level. All report cards and transcripts will use numerical grades for courses carrying Carnegie units. Transcripts and report cards will specify the course title and the level or type of course the student has taken (e.g., English 1, Algebra 2 honors, AP U.S. History). The grading scale must be printed on the report card.
Honors Courses
Honors courses, which extend and deepen the opportunities provided by courses at the high school level, are designed for students exhibiting superior abilities in the particular content area. The honors curriculum places emphasis on critical and analytical thinking, rational decision making, and inductive and deductive reasoning.

School districts may designate honors courses and give the assigned weighting under the following conditions:
A. An honors course must have a published syllabus that verifies rigor sufficiently beyond the College Preparatory (CP) requirements.
B. Textbooks and other course materials must be differentiated and more rigorous than those used in CP courses.
C. Honors courses may be offered in English, mathematics, science, and social studies. Honors weighting may be designated in other content areas for the third and fourth level of the courses, provided that the two above standards are met. Honors weighting may not be designated in any physical education courses.

One half of a quality point (.5) is added to the CP weighting for honors courses that meet the three criteria listed above. These criteria apply to all courses, including those offered online and in other nontraditional settings and those recorded on a transcript from an out-state-school that is accredited under the regulations of the board of education of that state or the appropriate regional accrediting agency: the New England Association of Colleges and Schools, the Middle States Association of Colleges and Schools, the Southern Association of Colleges and Schools, the North Central Association of Colleges and Schools, the Western Association of Colleges and Schools, or the Northwest Association of Colleges and School (as specified in State Board Regulation 43-273, Transfers and Withdrawals).

Dual Credit Courses
Dual credit courses—whether they are taken at the school where the student is enrolled or at a postsecondary institution—are those courses for which the student has been granted permission by his or her home school to earn both Carnegie units and college credit for those particular courses. One quality point is added to the CP weighting for dual credit courses that are applicable to baccalaureate degrees or to associate degrees in arts or science offered by accredited institutions (see State Board of Education Regulation 43-234, Defined Program, Grades 9–12, and Regulation 43-259, Graduation Requirements).

College orientation courses offered by postsecondary institutions carry CP weighting and do not receive honors or dual credit quality points.

Advanced Placement and International Baccalaureate Courses
The following criteria apply to the College Board’s Advanced Placement (AP) courses and to International Baccalaureate (IB) courses—including those offered online and in other non-traditional settings and those recorded on a transcript from an out-state-school that is accredited under the regulations of the board of education of that state or the appropriate regional accrediting agency: the New England Association of Colleges and Schools, the Middle States Association of Colleges and Schools, the Southern Association of Colleges and Schools, the North Central Association of Colleges and Schools, the Western Association of Colleges and Schools, or the Northwest Association of Colleges and School (as specified in State Board Regulation 43-273, Transfers and Withdrawals).

• Only AP or IB courses can be awarded a full quality point above the CP weighting. Seminar or support courses for AP or IB may be weighted as honors but not as AP or IB courses.
• An AP course can carry only one quality point.

Computing Grade Point Averages
GPAs already earned by students will be recalculated on the basis of the revised policy’s three-decimal-point scale. All South Carolina public schools will use the following formula to compute all GPAs:

30
GPA = \text{sum (quality points x units)}
\frac{\text{sum of units attempted}}{\text{sum of quality points x units}}

**STUDENT EXAMPLE**

<table>
<thead>
<tr>
<th>Course Taken</th>
<th>Numerical Average</th>
<th>Quality Points</th>
<th>Unit</th>
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<tr>
<td>English 1</td>
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<tr>
<td>Algebra 1</td>
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<td>3.250</td>
<td>1</td>
</tr>
<tr>
<td>Physical Science</td>
<td>94</td>
<td>4.125</td>
<td>1</td>
</tr>
<tr>
<td>World Geography, Honors</td>
<td>83</td>
<td>3.250</td>
<td>1</td>
</tr>
<tr>
<td>Physical Education</td>
<td>92</td>
<td>3.875</td>
<td>.5</td>
</tr>
<tr>
<td>French 1</td>
<td>84</td>
<td>2.875</td>
<td>1</td>
</tr>
</tbody>
</table>

**COMPUTATION**

\begin{align*}
\text{Quality Points} & \times \text{Units} \\
3.750 \times 1.0 = 3.750 \\
3.250 \times 1.0 = 3.250 \\
4.125 \times 1.0 = 4.125 \\
3.250 \times 1.0 = 3.250 \\
3.875 \times .5 = 1.9375 \\
2.875 \times 1.0 = 2.875 \\
\text{sum of units attempted} = 5.5 \quad \text{sum of quality points x units} = 19.1875 \\
\frac{\text{sum of quality points x units}}{\text{sum of units attempted}} = \frac{19.1875}{5.5} = 3.488636
\end{align*}

Computations will not be rounded to a higher number.

The establishment of criteria for determining honors graduates, including the valedictorian or salutatorian, is a local decision. Local boards may establish earlier cutoffs (e.g., the seventh semester of high school, the third nine weeks of the senior year) when ranking students for any local purpose. However, class rank for LIFE Scholarships is determined at the conclusion of the spring semester of the senior year.

**Converting Grades on Transcripts**

When transcripts are received from accredited out-of-state schools (or in state from accredited sources other than the public schools) and numerical averages are provided, those averages must be used in transferring the grades to the student’s record. If letter grades with no numerical averages are provided, this conversion will apply: A = 96, B = 88, C = 80, D = 73, F = 61. If the transcript indicates that the student has earned a passing grade in any course in which he or she had a numerical average lower than 70, that average will be converted to a 73 numerical grade on the new scale. See State Board of Education Regulation 43-273 for complete information on transfers and withdrawals. The criteria for accepting transcripts from homeschools are a local decision.

If the transcript shows that the student has earned a grade of P (passing), that grade will be converted to a numerical designation on the basis of information secured from the sending institution as to the appropriate numerical value of the P. If no numerical average can be obtained from the sending institution, the student’s cumulative transfer GPA will be calculated and the corresponding number equivalent will be assigned to replace the P. (For example, if a student transfers with a cumulative GPA of 3.5 on the CP scale, the grade of P would be...
converted to an 89. A grade of P, in other words, will neither positively nor negatively impact the student’s transfer GPA.)

**Withdrawing from a Course (Public School Policy)**

With the first day of enrollment in the course as the baseline, students who withdraw from a course within three days in a 45-day course, five days in a 90-day course, or ten days in a 180-day course will do so without penalty. Students who withdraw from a course after the specified time of three days in a 45-day course, five days in a 90-day course, or ten days in a 180-day course shall be assigned a WF, and the F (as a 61) will be calculated in the student’s overall grade point average.

The three-, five-, and ten-day limitations for withdrawing from a course without penalty do not apply to course or course-level changes approved by the administration of a school. Withdrawal limitations for distance learning courses will be established by local districts.

**Students who drop out of school or are expelled after the allowed period for withdrawal but before the end of the grading period will be assigned grades in accordance with the following policies:**

- The student will receive a WP if he or she was passing the course. The grade of WP will carry no Carnegie units and no quality points to be factored into the student’s GPA.
- The student will receive a WF if he or she was failing the course. The grade of WF will carry no Carnegie units but will be factored into the student’s GPA as a 61.

If a student fails a course due to excessive absences, an FA will be recorded on his or her transcript. The grade of FA will carry no Carnegie units but will be factored into the student’s GPA as a 61.

**Retaking a Course (Public School Policy)**

Students in grades nine through twelve may retake a course at the same level of difficulty if they have earned a D or an F in that course. The student’s record will reflect all courses he or she has taken and the grades he or she has earned.

The student may retake the course either during the current school year or during the next school year but no later than that second year. In addition, the student must retake the course before he or she has enrolled in the next sequential course (unless the student is granted approval by school administration to do so).

A student who has taken a course for a Carnegie unit prior to his or her ninth-grade year may retake that course regardless of the grade he or she has earned. In such a case, only the retake grade will be used in figuring the student’s GPA, and only the retake attempt will show on the transcript. This rule will apply whether the retake grade is higher or lower than the grade the student previously earned.

*********************************************************************

The following pages contain Sample Attendance and Progress Report Forms

For Member Files Only      Do Not Send These to PHA
Semi-Annual Progress Report
Elementary - Grades 1 thru 6
School Year: ____ to ____

Student Name: ___________________________ Grade: ________________
School Name: _______________________________________________________

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<tr>
<th>Subject</th>
<th>Grade</th>
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<tr>
<td>Science/Health</td>
<td>92 - 85 B</td>
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<tr>
<td>History/Social Studies</td>
<td>84 - 75 C</td>
</tr>
<tr>
<td>Reading</td>
<td>74 - 70 D</td>
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<tr>
<td>Language Arts</td>
<td>69 - 0 F</td>
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<tr>
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<tr>
<td>Unsatisfactory</td>
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Teacher’s Comments: ____________________________________________________
____________________________________________________________________
____________________________________________________________________

Attendance Record:        Total Days Present: _____
                          Total Days Absent: _____
                          Total Days: _____

Teacher’s Signature: ___________________________ Date: ___________________
Semi-Annual Progress Report
Secondary - Grades 7 thru 12
School Year: _____ to _____

Student Name: ___________________________ Grade: ______________
School Name: ________________________________

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*must be covered each year

Teacher’s Comments: __________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Attendance Record: Total Days Present: ______
Total Days Absent: ______
Total Days: ______

Teacher’s signature: ___________________________ Date: ____________________
# Attendance Report

**Student Name:** 

**School Name:** 

**School year** [ ]

**Grade:** [ ]

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**Key:** 

- **X** = Present
- **A** = Absent
- **Blank** = No School (10 Absences Allowed per Year)

**Summary:**

(June - Nov.) Days Present: [ ] Days Absent: [ ] Days Total: [ ]

(Dec. - May) Days Present: [ ] Days Absent: [ ] Days Total: [ ]

(Cumulative) Days Present: [ ] Days Absent: [ ] Days Total: [ ]
Transcript Program Information and Forms

- Enrollment Information
- Program Instructions
- Enrollment Form
- Course History Form
- Courses in Progress Form
- Request for Records Form
- Transcript Request Form (for having a transcript sent to colleges, etc.)
- Final Grade Report Form

Transcript Program Enrollment Information

PHA offers a transcript program for 9th – 12th grade student members of PHA. Transcripts are generated with student GPA tabulated according to South Carolina’s Uniform Grading Scale. This transcript will indicate the member school name and bear the official seal of PHA. The cost of this service is: $35/year for 9th-10th grades and $50/year for 11th and 12th grades. This fee includes sending certified transcripts to any colleges or universities. The senior transcript member who meets the SC Dept. of Education Minimum Standards for a diploma may apply for a diploma.

Important: According to state regulations, student members interested in applying for state scholarships must receive a class rank from their association. In order to meet application deadlines for scholarships and college enrollment, students should enroll in PHA’s transcript program by their junior year of high school. Transcript enrollment forms are provided in this handbook. *A detailed explanation of the specific requirements for SC state scholarships can be found in the handbook.

Transcript Program Instructions

Complete your transcript application AFTER your PHA membership has been approved.

To enroll in PHA’s transcript program, complete the following forms:

1) Transcript Program Enrollment Form
2) Course History Form(s) Make copies of blank form as needed. (*Renewals may omit. Already on file.)
3) Courses in Progress Make copies for additional courses. Include in Course History and Courses in Progress:
   - Grade Level – which grade student was in when completed course
   - Course Title – Specific name of your course (i.e. Algebra I)
   - Name of Text or Primary Resource – List main resources.
   - Course Description – You may find examples of the language used to describe courses in high school handbooks, correspondence school catalogues, and college catalogues.

(If you’re using a textbook or curriculum package, you may find information to help write the course description in the table of contents. This description must reflect course content.)

Course Type – Indicate whether course is:
   - CP (College Prep) – Courses designed to prepare students for college.
• **TP** (Tech Prep) – Courses designed to prepare students for a technical or vocational field

• **H** (Honors) – Courses with more in-depth content and have much more rigorous requirements. Students claiming honors credit must provide documentation in accordance with Section 59-5-68 of the South Carolina Code of Laws, which requires a published syllabus, and more rigorous textbooks or other course materials than college prep or tech prep courses. This statute also states that honors credit may be claimed for only the core content areas of English, Math, Science, and Social Studies. Honors credit may be claimed for other content areas for courses where students are earning their 3rd or 4th Carnegie Unit.

• **D** (Dual Credit) – Courses for which students receive both Carnegie units and credit at another institution.

• **AP** (Advanced Placement) – Higher-level courses which have been authorized by the College Board and the student scores 3, 4, or 5 on the AP exams.

• **EL** Elective

• **IB** (International Baccalaureate), or **Pre-IB** – Pre-University Courses available only through schools approved by the International Baccalaureate Organization. Students must physically attend the IB school; therefore, these courses are not available to homeschoolers. Homeschooled students may claim IB credit only if the course is transferred from an IB school.

College Prep and Tech Prep courses earn the base weight on the Uniform Grading Scale. Honors earn a one-half quality point more, and Dual Credit, Advanced Placement and International Baccalaureate courses earn a full quality point more than the base weight.

• **Final Numerical Grade** – List final grade as a number, not a letter. This will allow PHA to convert to the Uniform Grading Scale.

• **Where Completed** – Write “HS” for courses completed in homeschool and “PS” for courses completed in public or private school, or community college. Please submit one Request for Transcript form for each school attended.

• **Number of Credits** - One credit equals one Carnegie Unit. Our association will accept a minimum of 120 hours of work for one credit, 60 hours for ½ credit.

4) If coursework was previously completed at a public or private school, complete a Request for Records form so that PHA may obtain a record of this work. Complete one form for each school previously attended.

5) If coursework was previously completed at a college or university, enclose a copy of the grade report.
6) Mail check or money order for either $35 or $50 payable to PHA to:

   PHA Transcript Coordinator
   454 S. Anderson Road
   BTC 568, Suite 209
   Rock Hill, SC 29730

7) Deadline for transcript enrollment application submissions is September 30th.
8) Final grades for semester courses completed first semester must be submitted on a Final Grade Report form by January 15th.
9) Final grades for yearly courses completed must be submitted on a Final Grade Report form by May 15th for seniors, and by June 15th for all other high school students.
10) Final grades must be submitted at least 10 business days before the date a final transcript is needed in hand.
11) Transcript requests must be made on the form provided in the member handbook or online. Allow at least five business days for processing.
12) Please make copies of all submissions for your own files. If you plan to order a diploma for your student, you will need a copy of your student’s Course History to complete a diploma application and worksheet by February 28th.
13) All transcript members must reapply each year if they wish to continue in the transcript program.

Assigning High School Grades

Palmetto Homeschool Association desires that our students’ grades and transcripts be as credible and valid as possible. We have consulted with high school guidance counselors and college admissions personnel to develop the following position regarding grades for high school courses. Because a transcript with 100s in more than one or two core subjects per year raises “red-flags” and discredits the transcript, we suggest that parents adhere to the following guidelines.

If using a curriculum with published tests, quizzes and assignments, parents should use those and average the graded work. If a student receives a 100, it should be because they made no errors and did all of the work perfectly. If using a curriculum which has another means of assessment, please use the scale A= 96, B=88, C= 80, D= 73; these are the conversions set by the Uniform Grading Scale. If in the evaluation of the student’s performance, you think that the level of work is different from those standards then award accordingly. For example, if you think they did less than a 96 but more than an 88 you would need to choose the number grade you feel is deserved. Again, 100 means perfect. Please do not designate 100 unless the work was perfect and goes above and beyond just "A” work. High achieving students may have areas of strength in which they do earn a 100 in a course, but 100s across several subjects is not thought to be credible. When a college admissions person sees many 100s in core subjects, he or she questions the validity of the grades or wonders if the student’s curriculum was challenging enough.
Transcript Program Enrollment Form

Please print:
Student’s Full Name: ______________________________ SS # ____________________

Homeschool Name: ______________________________ Current Grade: ___________

Date of Birth: __________________________________

Renewing Transcript Member [ ] or NEW Transcript Member [ ]

Email Address: ______________________________

Date this student began homeschooling under Palmetto Homeschool Assn. __________

Parent Teacher Name: ____________________________________________

Mailing Address: ___________________________________________________

Day Phone: (     ) ___________ Evening: (    ) ____________   Today’s Date: _________

Enclose the Following:

___ Completed Course History Form(s) *Renewing members may omit.
___ Completed Courses In Progress Form(s)
___ Complete Honors Course Affidavit on back of this form (if applicable).
___ One completed and signed Request for Records form for each public or private
   school from which student received credits. *Omit if already submitted.
___ $35 or $50 check or money order payable to PHA

Mail to: PHA Transcript Coordinator, 454 S. Anderson Road, BTC 568, Rock Hill, SC 29730

Deadline for transcript program enrollment: September 30th
(Only PHA members who have joined PHA after September 30th will have 30 days
from date of application approval to submit transcript application.)

PHA reserves the right to refuse any transcript enrollment application.

<table>
<thead>
<tr>
<th>Date Received</th>
<th>Amount Received</th>
<th>Check Number</th>
<th>Date Approved</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
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<td>New</td>
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<td>Returning</td>
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</table>
HONORS COURSES AFFIDAVIT

I understand by initialling each item and signing below that the following requirements for honors weight have been met.

_____ An honors course must have a published syllabus that verifies rigor sufficiently beyond the College Preparatory (CP) requirements. Therefore, a copy of the published syllabus has been printed and is on file in our home academic records.

_____ Textbooks and other course materials must be differentiated and more rigorous than those used in CP courses. Therefore, by signing below, I verify that the curricula used to cover any and all honors level courses is differentiated and more rigorous than that used in College Prep courses. *Contact the publisher/editor of your curriculum to have this verified in writing/email if you can not verify it based on the course description.

_____ Honors courses may be offered in English, mathematics, science, and social studies. Therefore, the honors courses of my student are in the above academic fields only. If honors credit is in *another academic field of study, it meets the requirements of the statement below and is not in a Physical Education course.

* (Honors weighting may be designated in other content areas ONLY for the third and fourth level of the courses, provided that the two above standards are met. Honors weighting may not be designated in any physical education courses.

_____ As parent/teacher, I accept full responsibility for proper and accurate representation of the academic record of my student. I agree that it is not Palmetto Homeschool Association’s responsibility, but rather mine, to determine if the course work level of my student qualifies for honors weight. I understand the above requirements for a course to receive honors weight.

_____ My signature below verifies that I can and will provide necessary documentation to Palmetto Homeschool Association or other academic authorities concerning any of my student’s course work that I designate as honors level or otherwise, should I be asked for such records either this academic year or in the future.

_____ I also understand that a published syllabus is required for all honors level courses and such a syllabus is in my student’s academic records for the following courses which are honors level:

List all of your student’s honors level courses here. You may omit courses that have already been documented as honors level by PHA in previous years (on previous PHA transcripts):

__________________________________  ______________________________________
__________________________________  ______________________________________
__________________________________  ______________________________________
__________________________________  ______________________________________
__________________________________  ______________________________________
__________________________________________       _______________________________________________

Print Parent-Teacher Name ___________________  Parent-Teacher Signature ___________________  Today’s Date __________
# Course History

Please make copies as needed for additional courses. Parent-Teacher Signature required on each sheet submitted.

Please Print:
Student Name_________________________________________ Date of Birth__________________ Grade_______

Parent-Teacher Name:____________________________________ Address__________________________

Day Phone(______ ) __________________ Evening Phone(______ ) _____________________________ E-mail ________

<table>
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<tr>
<th>Grade Level</th>
<th>Course Title</th>
<th>Course Description and Name of Text Used (Must indicate content of course. May use summary of contents page of text.)</th>
<th>Course Type</th>
<th>Where Completed (HS or PS)</th>
<th>Final Numerical Grade</th>
<th># Hours Spent on Course</th>
<th># Credits</th>
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Standardized Test Scores
(Give dates. List SAT scores as verbal, math, and total scores.)

I certify by signing below that all the above course history information is true and correct. I have included a copy of grade reports from any college attended and one Request for Records form for each high school attended.

Parent-Teacher Signature: ___________________________ Date: ___________________________

Parent signature required on each sheet submitted.

---

HS = courses completed in homeschool
PS = courses completed in private or public school

Course Type
- CP College prep
- H Honors
- TP Tech Prep
- D Dual Credit
- EL Elective
- AP Advance Placement
- IB International Baccalaureate
# Courses in Progress

**Please Print:**
- **Student Name:** ____________________________
- **Date of Birth:** __________
- **Grade:** ______
- **Parent-Teacher Name:** ____________________________
- **Address:** ____________________________
- **Day Phone:** (______) ____________________________
- **Evening Phone:** (______) ____________________________
- **E-mail:** ____________________________

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<tr>
<th>Course Title</th>
<th>Course Description and Name of Text Used</th>
<th>Course Type</th>
<th># Credits</th>
<th>Course Carries</th>
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<td>(Must indicate content of course. May use summary of contents page of text.)</td>
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<td>Be sure to indicate if this course is being taken at a college or tech school.</td>
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</table>

I certify by signing below that all the above course history information is true and correct.

**Parent-Teacher Signature:** ____________________________  **Date:** __________

*Please make copies for your own records!*

**Course Type Key**
- CP college prep
- TP tech prep
- H honors
- D dual credit
- EL elective
- IB
- AP advanced placement
Palmetto Homeschool Association, Inc.

Request for Records

Student ___________________________ Date of birth _______________________

Previous School ________________________________

Mailing Address ___________________________________________
Of Previous School ___________________________________________

This student has enrolled in Palmetto Homeschool Association. Please send a copy of the following records to:

Palmetto Homeschool Association
454 S. Anderson Rd.
BTC 568
Rock Hill, SC 29730

- Grade transcript, including previous Carnegie units granted, and, if applicable, numerical grades for the current school year.
- Standardized test scores
- Attendance for current year, if applicable
- Contact person’s name should a question arise.

♦ ♦ ♦

Palmetto Homeschool Association has permission to obtain the above confidential, educational information listed above for my son/daughter.

__________________________________________
Signature of Parent/Guardian

__________________________________________
Date
Transcript Program Member
Transcript Request Form

Student’s Full Name ___________________________ Grade _______ Birth date _______

Parent-Teacher’s Full Name ____________________________

Address __________________________________________

Day Phone __________________ Evening Phone __________________

[ ] I am a Transcript Program member. Please send a copy of my transcript to the following institution(s).

1) Institution Name_________________________ Send transcript by this date: ___________ 
   Address __________________________________________
   City, State, Zip __________________________________
   Contact Name ___________________________ Phone __________________

2) Institution Name_________________________ Send transcript by this date: ___________ 
   Address __________________________________________
   City, State, Zip __________________________________
   Contact Name ___________________________ Phone __________________

3) Institution Name_________________________ Send transcript by this date: ___________ 
   Address __________________________________________
   City, State, Zip __________________________________
   Contact Name ___________________________ Phone __________________

4) Institution Name_________________________ Send transcript by this date: ___________ 
   Address __________________________________________
   City, State, Zip __________________________________
   Contact Name ___________________________ Phone __________________

5) Institution Name_________________________ Send transcript by this date: ___________ 
   Address __________________________________________
   City, State, Zip __________________________________
   Contact Name ___________________________ Phone __________________

For Office Use Only

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<tr>
<th>Date Received</th>
<th>Transcript Sent</th>
<th>Ranked</th>
<th>Unranked</th>
<th>Notes</th>
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**FINAL GRADE REPORT**

Due date for courses completed: **Jan. 15** for senior’s courses completed the first semester; **May 15** for senior members; **June 15** for all 9th-11th grade members.

Mail with Mid-Year or Year-End Completion Statement to: PHA , 454 S. Anderson Rd. BTC 568 Rock Hill, SC 29730.

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<tr>
<th>Course Type</th>
<th>Course Description and Name of Text Used</th>
<th>Final Numerical Grade</th>
<th># Hours Spent on Course</th>
<th># Credits</th>
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<td>PS</td>
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**Please Print:**

Student Name ___________________________ Date of Birth _______ Grade _______

Parent-Teacher Name: ___________________________ Address: ___________________________

Phone ___________________________ Email: ___________________________

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<tr>
<th>Grade Level</th>
<th>Course Title</th>
<th>Course Type</th>
<th>Where Completed (HS or PS)</th>
<th>Final Numerical Grade</th>
<th># Hours Spent on Course</th>
<th># Credits</th>
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</table>

**Standardized Test Scores**

(Give dates. List SAT scores as verbal, math and total scores.)

I certify by signing below that all the above course history information is true and correct. I have included a copy of grade reports from any college from which credits were earned.

Parent-Teacher Signature: ___________________________ Date: ___________________________

*Parent signature required on each sheet submitted*
**Diploma Order Information and Forms**

- Instructions
- Order Form
- Course History Forms
- Request for Records Form
- Diploma Worksheet Form

---

**Instructions for Ordering Diplomas**

**Deadline: February 28**

PHA offers a diploma bearing PHA’s official seal. The standards required to obtain this diploma are based on the identical standards mandated for all South Carolina public high schools by the Commission on Higher Education and the SC Dept. of Education.

To request a diploma:

1. Complete **Diploma Order Form** (on back of this page)
2. Complete **Diploma Worksheet**. Student must have earned at least 24 credits (using the S.C. State High School Requirements as a guideline) and be a member of PHA in good standing.
3. Include $25 check or money order payable to: PHA

*(PHA transcript members may omit steps 4-7)*

4. Send PHA: a **Course History, Courses In Progress**, and once courses are completed, a **Final Grade Report** form. Make copies of blank forms as needed.
5. If any courses were completed in a private or public school setting, remit to PHA a **Request for Records** form (p. 47) for each school attended.
6. If any courses were completed in college, submit a grade report from the college.
7. **Diploma will be issued after authorization of student member's credentials.** Authorization is based on a careful review of the student transcript and course information. PHA reserves the right to refuse to authorize member credentials that do not meet association standards.

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**S.C. State High School Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tr>
<td>English/Language Arts</td>
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<tr>
<td>Mathematics</td>
<td>4</td>
</tr>
<tr>
<td>Lab Science</td>
<td>3</td>
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<tr>
<td>U.S. History and Constitution</td>
<td>1</td>
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<tr>
<td>Economics (1/2 unit),</td>
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<tr>
<td>U.S. Government (1/2 unit)</td>
<td>1</td>
</tr>
<tr>
<td>Other Social Studies</td>
<td>1</td>
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<tr>
<td>Physical Education or Junior ROTC</td>
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<tr>
<td>Computer Science (to include keyboarding)</td>
<td>1</td>
</tr>
<tr>
<td>*Foreign Language or Career and Technology Education</td>
<td>1</td>
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<tr>
<td>Electives</td>
<td>7</td>
</tr>
</tbody>
</table>

Minimum number of units required for receiving a S.C. state high school diploma: 24

- Students in College Prep program must earn one unit in a foreign language (however most four-year college/universities require at least two years of the same foreign language); Students in a Tech Prep program must earn one unit in Career and Technology Education.
Diploma Order Form

Student’s Full Name:

First          Middle              Last                   Suffix

Homeschool Name:

Graduation Date:

Month                     Date                                Year

[ ] Diploma will be given to my student at the PHA Graduation Ceremony
OR
[ ] Mail my student’s diploma to:
Parent-Teacher Name: ___________________________________________________________

Address: ______________________________________________________________________

Daytime Phone: _________________________  Evening Phone: _________________________

Mail this form, diploma worksheet, $25 fee (and Course History and Courses in Progress forms if not current PHA transcript member) to: PHA, Diploma Dept., 454 S. Anderson Rd., BTC 568 Rock Hill, SC 29730.

Diplomas issued only after authorization of student member credentials. Authorization based on careful review of student transcript. PHA reserves the right to refuse to authorize member credentials that do not meet association or SC High School Minimum Standards.

Deadline for applying for a Palmetto Homeschool Association Diploma is February 28.
# Diploma Worksheet

In Blanks, List Course Titles that fulfill each requirement.

### S.C. State High School Requirements

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
<th>Requirement</th>
<th>List</th>
</tr>
</thead>
<tbody>
<tr>
<td>English/Language Arts</td>
<td>4 units</td>
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<td>1)</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4 units</td>
<td></td>
<td>2)</td>
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<tr>
<td>Lab Sciences</td>
<td>3 units</td>
<td></td>
<td>3)</td>
</tr>
<tr>
<td>U.S. History and Constitution</td>
<td>1 unit</td>
<td></td>
<td>4)</td>
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<tr>
<td>Economics (1/2 unit)</td>
<td>½ unit</td>
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<td>1)</td>
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<td>U.S. Government (1/2 unit)</td>
<td>½ unit</td>
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<td>Other Social Studies</td>
<td>1 unit</td>
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<td>3)</td>
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<tr>
<td>Physical Education or Junior ROTC</td>
<td>1 unit</td>
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<td>4)</td>
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<tr>
<td>Computer Science (to include keyboarding)</td>
<td>1 unit</td>
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<td>5)</td>
</tr>
<tr>
<td>*Foreign Language or Career and Technology Education</td>
<td>1 unit</td>
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<td>6)</td>
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</tbody>
</table>

** Health/Human Wellness covered in the following course covering approx. 60 hrs **

<table>
<thead>
<tr>
<th>Electives</th>
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<tbody>
<tr>
<td>1</td>
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<tr>
<td>2</td>
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</table>

**Total number of units required for receiving a S.C. state high school diploma:** **24**

*Students in College Prep program must earn one unit in a foreign language (most four-year colleges/universities require at least two years of the same foreign language); Students in a Tech Prep program must earn one unit in Career and Technology Education.*

**Health/Human Wellness does not need to be a specific class but may be covered in PE, Biology, Anatomy or other electives. Therefore, it may or may not add to the total number of credits earned.**

**Mail this completed form to PHA with your diploma application before February 28.**

As Parent-Teacher, my signature verifies that all the above information is documented in my home records and accurate.

Parent-Teacher Signature: ___________________________ Date: ______________
Other Forms

- Student Enrollment Add-On Form
- Change of Status Form
- Course of Study Change Form
- Mid-Year Checklist
- Year-End Completion Statement
- Sample Transcript
- Sample Diploma
Student Enrollment Add-On

Student Name: ____________________________ First Middle Last

Grade Level: __________ Age __________ Birth Date: __________________________

Parent/Teacher Name: ____________________________ Phone # __________________________

Address: _____________________________________________________________________________

Application Date: ____________________________ Date Homeschooling to Begin: __________________________

School Last Attended: ____________________________ Address: __________________________

In the past year, have you had a problem with any state authorities concerning this student or your homeschool? ______ Is this a special needs student? ______ Is this student functioning significantly below grade level? ______ Has this student been truant, suspended or expelled from public or private school? ______ If the answer to any of these questions is “yes”, please submit an explanation on a separate sheet of paper.

☐ I am withdrawing my student(s) from public school and would like for PHA to send a letter of membership verification to my school district. (Please note: The parent-teacher must also submit a copy of the membership certificate to the local school in which each student is enrolled.)

Course of Study (For Grades K-12)

(List primary resources or materials used for each subject area. Include publisher and grade level where applicable.)

Literature/Reading________________________________________________________

Mathematics______________________________________________________________

Science______________________________________________________________

Social Studies_________________________________________________________

Writing/Composition_____________________________________________________

Parent/Teacher Signature ____________________________ Date __________

Fees: $25 for one student add-on. Remit to: PHA, 454 S Anderson Rd BTC 568 Rock Hill, SC 29730

Transcript Program is extra. Instructions/deadlines can be accessed in member handbook.

PHA reserves the right to refuse any membership application.

For office use only

<table>
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<tr>
<th>Date Received</th>
<th>Amount Remitted</th>
<th>Check#</th>
<th>Date Approved</th>
<th>Cert. Sent</th>
<th>Notes</th>
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</table>

57
Change of Status Form

Parent-Teacher Name: ___________________________ Homeschool Name: ___________________________

Parent-Teacher Signature: ___________________________ Today’s Date: ___________________________

1. [ ] Change in homeschool status for the following student(s):
   Student’s Name(s)
   _______________________________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________

   [ ] The above student(s) is/are no longer homeschooling. The last date of their homeschooling was ________/_____/______.
      month date year
   The school they are now attending is: __________________________________________________________
      __________________________________________________________
      City                                   State

2. [ ] Change of Address/ Phone Number Form

   Please Print:
   Old Address: ___________________________
   ___________________________
   ___________________________
   New Address: ___________________________
   ___________________________
   ___________________________

   Current Day Phone: ___________________________
   Evening Phone: ___________________________

   Current Email Address: ___________________________

   Notes: ___________________________
   ___________________________
   ___________________________
   ___________________________
   ___________________________

Print Parent-Teacher Name: ___________________________ Signature: ___________________________

For Office Use Only
Date Received
Date Change Made
Notes:
**Student Course of Study Change**

*School Year* __________

(Please make copies as needed for each student and keep copies of all forms submitted for your personal files)

Student Name: ________________________________

<table>
<thead>
<tr>
<th>First</th>
<th>Middle</th>
<th>Last</th>
</tr>
</thead>
</table>

Grade Level: __________ Age __________ Birth Date: ________________

**Course of Study Changes Effective Start Date:** ________________

List primary resources or materials used for each subject area. Include publisher and grade level where applicable.

High School Students: Include Course Title

Reading/Literature: ____________________________________________

Mathematics: ____________________________________________

Science: ____________________________________________

Social Studies: ____________________________________________

Writing/Composition: ____________________________________________

Electives: ____________________________________________

Parent-Teacher Printed Name: ________________________________

Parent-Teacher Signature: ________________________________ Date: __________
Mid-year Checklist 2010-2011
Submit One Form Per Family – Not Per student

For my students to be members of Palmetto Homeschool Association, Inc., I understand and agree that I am ultimately responsible for their education and the maintenance of their required academic records. I verify, by signing below, that we are in compliance with the following requirements of Section 59-65-47:

_____ A copy of the parent-teacher’s high school diploma or GED is in my files.

_____ I have completed at least 90 days of instruction and have plans to complete a total of 180 by June 15, 2011. (Count days enrolled in public or private school, if any.)
*Or my 90 days will be complete by this date: ____________________

_____ My 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.

_____ I am maintaining a plan book, diary, or other record indicating subjects taught and activities in which the student and parent-teacher engage.

_____ I am maintaining a portfolio of samples of the students’ academic work.

_____ I have completed my semi-annual progress report including attendance records and individualized documentation of the student’s academic progress in each of the basic instructional areas specified above.

Please check the following that are applicable to you. Please use separate sheet for any explanations necessary:

_____ I have no address, telephone, or school district changes.

_____ My new address is ______________________________________________________

_____ My new telephone number is: (       )________________

_____ I am now located in a new school district: _________________________________

_____ One or more of my students have withdrawn from homeschooling and are now enrolled in a public or private school. (Please submit names and withdrawal dates.)

________________________________________________________________________________________________

_____ I am no longer homeschooling at all. Withdrawal date:____________________

My student(s) are now attending the following school(s)________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

Legibly PRINT parent-teacher name as it appears on your certificate

Homeschool Name

Parent-teacher signature

Date

I UNDERSTAND BY SIGNING ABOVE THAT FAILURE TO SIGN AND SUBMIT THIS REPORT BY JAN.15 WILL RESULT IN PROBATIONARY STATUS WITH POSSIBLE DISMISSAL FROM PHA

Mail Completed Mid-Year Checklist to:
Palmetto Homeschool Association, 454 S. Anderson Road, BTC 568, Rock Hill, SC 29730

High School Transcript Members, Please Note:
If your student completed a course first semester, please submit the final grade report for this course to:
PHA Transcript Dept., 454 S. Anderson Road, BTC 568, Rock Hill, SC 29730
Palmetto Homeschool Association, Inc.

**Parent-Teacher Completion Statement 2010-2011**

Submit One Form Per Family – Not Per Student

For my students to be members of **Palmetto Homeschool Association**, I understand and agree that I am ultimately responsible for their education and the maintenance of their required academic records. I verify, by signing below, that we are in compliance with the following requirements of Section 59-65-47:

_____ A copy of the parent-teacher’s high school diploma or GED is in my files.

_____ I have completed at least 180 days of instruction. (Count days enrolled in public or private school, if any.)

*Or I will have completed my 180 days by this date: __________________

_____ My curriculum has covered the basic instructional areas of reading, writing, mathematics, science, and social studies; and in grades seven through twelve, composition and literature.

_____ I have maintained a plan book, diary, or other record indicating subjects taught and activities in which the student and parent-teacher engage.

_____ I have maintained a portfolio of samples of the student’s academic work.

_____ I have completed my semi-annual (year-end) progress report including attendance records and individualized documentation of the student’s academic progress in each of the basic instructional areas specified above.

***** Method(s) of assessment used: (Please check all that apply.)

- Standardized test
- Inventory checklists
- Curriculum-based tests
- Portfolio Assessments
- Other ____________________________

_____ For each student grades 9-12 I have enclosed a Final Grade Report Form (page 51 of Handbook).

[ ] I plan to reapply to Palmetto Homeschool Association for the 2011-12 academic year.

[ ] I will apply online (available May 1) at www.PalmettoHA.org (save $10 by applying online)

OR

[ ] Please mail an application to:_________________________________________________

[ ] My homeschool address and/or phone number **have not** changed.

[ ] My homeschool address and/or phone number **have** changed:

[ ] New address:________________________________________________________________

[ ] New phone number: (______)___________________________

[ ] I am now located in a new school district: _______________________________

[ ] One or more of my students have withdrawn from homeschooling and are now enrolled in a public or private school. (Please submit names and withdrawal dates.)

____________________________________________________________________________

[ ] I am no longer homeschooling at all. **Withdrawal date:** ______________________________

My student(s) is/are now attending the following school(s)__________________________

____________________________________________________________________________

Legibly PRINT parent-teacher name as it appears on your certificate

<table>
<thead>
<tr>
<th>Parent-teacher signature</th>
<th>Homeschool Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>________________________</td>
<td>________________________</td>
</tr>
</tbody>
</table>

Date

I UNDERSTAND BY SIGNING ABOVE THAT FAILURE TO SIGN AND SUBMIT THIS REPORT BY JUNE 15 WILL RESULT IN PROBATIONARY STATUS WITH POSSIBLE DISMISSAL FROM PHA

(No renewal membership will be issued until checklist is received.)

Mail Parent-Teacher Completion Statement to:

**Palmetto Homeschool Association**

454 S. Anderson Road, BTC 568, Rock Hill, SC 29730
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Mark</th>
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Total Credits Earned 26.00
GPA 4.051

TESTING INFORMATION
SAT
Date 06/02
Verbal 560
Math Writing 510
Total 1570

Member of Palmetto Homeschool Association (PHA) under the Bradford family name.
Transcript is unofficial if not signed by school official. GPA is calculated using the SC Uniform Grading Scale.

Palmetto Homeschool Association, Inc.

SAMPLE ONLY

PHA School Official Signature and Seal

454 S. Anderson Road
BTC 568, Suite 209
Rock Hill, SC 29730
(803) 327-234
Palmetto Homeschool Association

High School Diploma

The Board of Directors and the Executive Director, upon recommendation of the administrator of

Bradford Academy

Award this diploma to

Laura Leigh Bradford

who has completed a minimum credit of twenty-four units in the College Preparatory Curriculum and has met all other requirements for this diploma.

Given at Rock Hill, South Carolina, this fifth day of June, 2010.

__________________________             ________________________
Executive Director             Parent - Teacher