

Instructions for Completion of Notification Form:

1. Parent(s)' name(s) and address must be provided.
2. Child or children's full name(s), birthdate(s), and grade child/children would be assigned if attending public school should also be provided on the form.
3. Parents must select either A or B of Part C.

When parents select A, he or she will maintain a portfolio of materials that demonstrate regular, thorough instruction is being provided according to .01C, .01D and .01E of the by-law. The portfolio will be reviewed by staff of the Baltimore City Public School System at least two times during the year.

When instruction is offered through a correspondence course, and is under the supervision of a nonpublic school with a certificate of approval from the State Department of Education under both .05A and .05B, it should be noted that parents teaching under .05A and .05B will not have their program reviewed by staff of the Baltimore City Public School System. However, it should also be noted that, at this time, only Calvert School and Home Study International have been so approved under 05B. Anyone wishing to get additional information on either of these schools may **call Calvert School at (1-888) 487-4652, or Home Study International at (301) 680-6570.**

4. Parents should sign and date the agreement. *The date is important.* **Notification must be received at least 15 days before parents plan to begin teaching at home.**
5. Parents selecting Part B 2A of Home Schooling should contact the principal at the zone school to make arrangements to have students participate in standardized testing. Tests will be submitted to the Maryland State Department of Education for grading. In turn, test results will be mailed directly to parents.
6. Grades kindergarten (K) through five (5) now are tested in the spring of the year. For those grades, parents must contact schools during the month of February of each year. Grade 8 is now tested in the fall of the year. Parents should contact zone schools during the month of September of each year. There is no standardized testing for grades 6, 7, 9, 10, 11, or 12.

**Baltimore City Schools
Home Schooling Notification**

INSTRUCTIONS: Complete and return to the local school system's Home and Hospital Program.

State regulation requires that this form must be submitted at least fifteen (15) days prior to starting home schooling for administrative purposes.

PLEASE PRINT: ALL SECTIONS MUST BE COMPLETED BY PARENT OR LEGAL GUARDIAN

PART A:

<i>Student(s) Name</i>			<i>Gender</i>		<i>Date of Birth</i>	<i>Current Grade</i>	<i>Current School</i>
Last	First	Middle	M	F	Month/Date/Year		

Race (Optional):

American Indian or Alaskan Native
 Asian
 African American
 White
 Hispanic
 Native Hawaiian or other Pacific Islander

Parent/Guardian's Name: _____
Last First Middle

Address: _____

City State Zip Code

Optional Method of Contact:

Home Phone: _____ Business Phone: _____
 E-Mail: _____ Fax: _____

PART B:

1. I hereby CERTIFY that I have read and understand the requirements in COMAR 13.A.10.01.01.05, Home Instruction program, attached hereto.

2. A. I would like my child/children to participate in the standardized testing programs; or

- B. I would not like my child/children to participate in the standardized testing program.

PART C: (A SEPARATE PART C MUST BE COMPLETED FOR EACH CHILD.)

Student Name: _____

Parents must select either A or B

Parents selecting A will maintain a portfolio of materials which demonstrates that regular, thorough instruction is being provided according to .01C, .01D and .01E. The portfolio will be reviewed by the local school system’s personnel at least twice during the year at a mutually agreeable time and place.

A. I hereby AGREE that I will comply with state regulation COMAR 13A.10.10.01.C, .01D And .01E

or - **Parents selecting B** will use correspondence courses under the supervision of a school or institution offering an educational program/operated by a bono fide church organization that provides for .05A(1), .05A(2), .05A(3) and .05A(4), or under the supervision of a nonpublic school with a certificate of approval from the State Board of Education that provides for .05B(1) and .05B(2). The local school system will verify this information. Please note that the school system will not conduct portfolio review for parents teaching under .05A or .05B.

B. I hereby CERTIFY that I will be using correspondence courses under the supervision of a nonpublic school with a certification of approval from the State Board of Education, or under the supervision of a school or institution offering an education program operated by a bona fide church organization under COMAR 13A.10.20.05.

Name of Nonpublic School (Umbrella Organization or Correspondence Course)		

Address: _____		
_____	_____	_____
<small>City/County</small>	<small>State</small>	<small>Zip Code</small>

Signature, Parent/Guardian

Date

FOR LEA USE ONLY

Signature of LEA Staff Receiving Form

Date

Mailing Address for Form:

Florence T. Johnson, Director
6900 Park Heights Avenue - Room 322B
Baltimore, MD 21215
E-mail Address: homeschooling@bcps.k12.md.us
Fax Number: 410-396-6848 - Contact Number: 410-396-0775