



Homeschool Full Report

Submit information for a Full Report to the superintendent's office in the school district where the parents/legal guardians reside. Do NOT mail to the Minnesota Department of Education. Use this suggested form or a written or electronic format of your choice. Information in the Full Report must be submitted:

- By October 1 in the first year that you homeschool in Minnesota;
- Within 15 days of withdrawing a child from public school in order to homeschool.
- Within 15 days of moving out of a district (to the old school district), and by October 1 to the superintendent when new residence is established.

Submit the Letter of Intent to Continue Homeschooling by October 1 in subsequent years.

Date Completed:

Primary Instructor Information:

| | | |
|--------------------------------------|-------------------------------------|--------------|
| Full Legal Name Last: | First: | Middle: |
| Street Address (Not P.O. Box) | | |
| City | State | ZIP |
| Home Phone (with area code) | Other Phone (with area code) | Email |

Secondary Instructor Information, if any:

| | | |
|--------------------------------------|-------------------------------------|--------------|
| Full Legal Name Last: | First: | Middle: |
| Street Address (Not P.O. Box) | | |
| City | State | ZIP |
| Home Phone (with area code) | Other Phone (with area code) | Email |

Accreditation

Is the homeschool accredited by a Minnesota state recognized accrediting agency?

Yes No

If yes, provide name of accrediting agency and dates for which accreditation is granted:

Evidence of Instructor Qualifications

How is/are the instructors qualifying to homeschool under **Minnesota Statutes, Section 120A.22, subd. 10** (instructor requirements)? Check all that apply and submit requested documentation.

Instructor holds current Minnesota teaching license for field and grade level taught. (Attach copy of license.)

Instructor is directly supervised by such a person. (Attach name of supervisor and copy of license.)

Instructor has successfully completed teacher competency exam. (Minnesota does not currently have an exam that meets this requirement so homeschool instructors currently cannot use this scenario. PRAXIS does not meet this requirement.)

Instructor holds baccalaureate degree. (Attach a copy of diploma/degree.) (Or:)

Instructor is the parent or legal guardian of the child. (Note that this means that unless another individual – including grandparents or stepparents are licensed teacher or holds a bachelor's degree or is under the direct supervision of a Minnesota licensed teacher for each grade level and area, they are not able to homeschool the student(s) in situations where the parent/legal guardian would be able to do so.)

Students: Attach immunization statement or notarized statement of Conscientious Objection. (Update immunization information in 7th grade (age 12) for each student.

| Full Legal Name of Student(s) | Birthdate (mm/dd/yyyy) | Grade Level* | Address | Check if immunization statement attached |
|-------------------------------|---------------------------|-----------------|---------|---|
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |
| | | | | <input type="checkbox"/> |

*Indicating grade level is optional but helpful to district in serving your family.

Important Law Changes: Maintaining and Submitting Documentation and Scores

Changes in 2011 to Minnesota's Compulsory Instruction law, Minnesota Statutes, Sections 120A.24 and 120A.24 mean instructors do not need to submit calendars or report cards to superintendents while they are still homeschooling.

However, state law requires home instructors to maintain information on curriculum, instruction and all required testing (including annual and supplemental tests, proof of testing administration and scores). This information, **including scores**, must be submitted to public schools when enrolling as public students after homeschooling. It also must be submitted to county attorney if requested related to Compulsory Instruction or educational neglect cases.

Proposed Annual Nationally Normed Achievement Test Plan: Superintendent Must Mutually Agree

MDE suggested tests may be obtained from the Home School Service of the Minnesota Statewide Testing Program at the University of Minnesota, 879 29th Avenue SE, Room 103, Minneapolis, MN 55414; phone (612)626-1803.

| Full Name and Level of Nationally Normed Achievement Test | To Be Administered to the Following Students in Indicated School Year (s): <i>Example: Andrea Whitefield, ITBS grade 6 for 2011-12; Morton Whitefield, ITBS grade 7 for 2011-12, grade 8 for 2012-13.</i> | Name of Test Administrator | Test Location | DISTRICT USE Superintendent Agrees to this plan for students in years specified | DISTRICT USE Superintendent DOES NOT AGREE: contact homeschool instructor immediately |
|---|--|----------------------------|---------------|--|---|
| Iowa Test of Basic Skills, Grades K-2 (ITBS) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Iowa Tests of Basic Skills, Grades 3-8 (ITBS) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Iowa Tests of Educational Development, Grades 9-12 (ITED) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Stanford Achievement Test, Grades K-2 (SAT) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Stanford Achievement Test, Grades 3-8 (SAT) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Stanford Achievement Test, Grades 9-12 (SAT) | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: | | | | <input type="checkbox"/> | <input type="checkbox"/> |