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A BIBLICAL POLICY ON KEEPING COVENANT WITH

GOD IN THE EDUCATION OF OUR CHILDREN

As a confession of our faith, testimony to the world, and instruction to all true believers, the Board of Directors of *Allendale Academy* has determined to record here our heartfelt and Biblically based conviction. That the Lord has appointed to parents the responsibility and final authority to secure, guide and control the education of their children, that they might be trained regarding this world and in all areas of life to think God's thought after Him and walk in His ways.

Man was created in God's likeness and for God's glory, to study, subdue and develop the world in which God placed him (Gen. 1:26-28). Naturally, from the very beginning, it was a task that belonged to the parents to instill this perspective in their children and help them pursue it.

Ethical rebellion against God has resulted in a curse on mankind (Gen. 3:17-19) which is experienced not only spiritually (Rom. 8:5-8; Eph. 2:1-4) but also intellectually (Rom. 1:21-22; 1Cor. 2:14; Eph. 3:17-18), and which introduces an unavoidable antithesis between those antagonistic to God and those who belong to the promised Savior (Gen. 3:15).

The task of pursuing proper knowledge of the world and developing a God-glorifying culture therein thus encounters tremendous obstacles and distortions, making it imperative that parents educate their children within the perspective and power of God's revelation and grace. The redemption which Christ has secured for us not only spiritually saves us from the wrath to come, but also delivers us from intellectual futility and foolish reasoning in our methods and learning about the world in which we presently live.

Genuine knowledge of any subject whatsoever begins with reverence and submission to God (Prov. 1:7), particularly the fundamentals and philosophy which adhere to the Lord Jesus Christ rather than the world or human traditions (Col. 2:8; 1Tim. 6:20). It is the Word of God which sets apart His people in the truth (John 17:17). Thus, neutrality in education is not only impossible (Matt. 12:20), but immoral (Jas. 4:4). Accordingly, the aim of Christian parents must be to encourage their children to "bring every thought captive to the obedience of Christ" (2 Cor. 10:5), "in whom are deposited all the treasures of wisdom and knowledge" (Col. 2:3). Only if they are first disciples of Christ will they know the truth and enjoy real freedom (John 8:31-32)

Therefore, from the very beginning of history, with the introduction of man's rebellion against God, and in light of the fundamental nature of any genuine knowledge, it is the parental duty to train and educate their children, regardless of the subject matter, in the nurture of the Lord and the light of His revelation (Eph. 6:4; Prov 5:1-2; Ps. 36:9; 119:105, 130).

The responsibility rehearsed here has been part of the confession of faith of God's people from the earliest days, indeed a primary application of the first and greatest commandment (Deut. 6:4-5; cf. Matt. 22:37-38). It constitutes a central element in what it means for those who are saved to keep covenant with God. "And these words which I command you this day shall be upon your heart, *and you shall teach them diligently unto your children*"-constantly and consistently, in every time and place, covering all the spheres of human thought, activity and living (Deut. 6:6-9). Note is taken that this responsibility has been assigned directly by God to parents, rather than any other institution of society.

Regardless, then, of whatever children learn-from math and science to history, social studies, literature and the arts-parents have a God-given duty to see to it that their children learn it, as much as is possible (given the resources and opportunities available to their parents), with the perspective and application of the Christian worldview as derived from God's revelation. It is and shall be the policy of this Board by instruction to inculcate this educational responsibility in our parents, directing and helping them to walk in God's gracious covenant.

Allendale Academy Mission Statement

Founded in 1985, *Allendale Academy* is a nationwide home school umbrella organization that believes the education of children is the God-given right and responsibility of their parents. *Allendale Academy* is dedicated and equipped to assist parents nationwide in educating their children in the most supportive environment, the home.

ALLENDALE ACADEMY REQUIREMENTS

-Either teach 180 days per school year (number of days may vary depending on curricula used) -or complete the curriculum for the school year at hand. **You DO NOT have to teach 180 days as long as you complete the curriculum.**

-Keep the report card and attendance record up to date, showing subjects and days taught, and grades earned.

-Submit a copy of the report card to the school office twice a year.

-Submit the attendance record and test/evaluation results at the end of your school year.

-Keep a portfolio in your home, consisting of a list of materials used and samples of the student's work. At the end of your school year, save 2 pieces of work from each subject that has written work. This portfolio is to be kept for two years. In high school, keep for all 4 years.

Note: Portfolio for your records only. Do not send to school office, unless requested by School Director. If requested, do not fax the samples, please mail them.

-Annual testing is required for grades 4 through 12, with optional testing available for grades 1 through 3. You will need to mail a copy of the test or evaluation results to the school office at the end of your school year. Testing is optional for students with documented learning disabilities. Please notify us of the disability and send us a copy of the documentation.

-Outside of Florida, parents assume responsibility for compliance with state requirements.

-Under Florida State Law a copy of each student's immunization records or Immunization Objection Form from the Health Department (Florida HRS Form 681 or your states equivalent) must be submitted to the school office. * This is required of all Kindergarten, 7th grade and new students.

-For Kindergarten students or any student entering school for the first time, you must submit a School Entry Health Exam. *

-For Kindergarten students, you must supply a COPY of their Birth Certificate. *

**These items may be included in records we request from previous school.*

- When withdrawing from Allendale, fees must be paid in full and all previous year requirements must be met before we can transfer your student's records to the next school.

List of Allendale Academy Services...

Records we keep for you:

Student's permanent record card (K-8)

Transcripts (9-12)

Achievement test scores (It is the parent's responsibility to send these to *Allendale Academy*)

Health records

Personal Assistance

Assistance available via fax, e-mail, USPS mail and phone (during office hours)

K-12 Scope and Sequence guidelines, listed in the school Handbook.

Yearly student and teacher ID cards are supplied. (These can be used for discounts at local bookstores, school supplies stores and movie theaters. Check with your local merchants to find out if they offer discounts.)

Curriculum advice, if needed

Visits to our office and Skype conferences are available by appointment only

High School Services

Diploma (3 options)

Work permit forms

Transcripts mailed upon request (requires 3 business days notice)

SAT & ACT info & advice

College scholarship information

High School credits/basic college prep advice

For more information please see the High School portion of this Handbook.

Your Responsibility

By enrolling your child in *Allendale Academy*, you have accepted the responsibility and duty of teacher in your home school. This is not a responsibility to be taken lightly. There is, however, the reward of seeing your children educated in the safe and secure environment of your home school. It is now your duty to make sure your child is educated to the best of your ability in order for your child/student to reach his or her full potential.

Communicating with *Allendale Academy*

Always include your full name and your child's full name on all correspondence including report cards and letters.

By telephone: The office staff is available for telephone calls from 10 a.m.-2 p.m. EST Monday through Thursday. If no one is available to take your call, please leave your full name and your child's full name, phone number and the best time to return your call. Sometimes, your call will be returned on the next business day.

Fax & E-mail guidelines

Do not fax samples of work, these must be mailed. You may e-mail us with grades, report cards. However, please **only** send these in the form of PDF attached files.

Support Groups

We would like to encourage our families, especially first time homeschoolers, to consider joining a local homeschool support group. Most support groups offer activities for both the students and the parents. For more information on Florida groups visit **www.fpea.com**. In other states, visit **www.hsllda.com**.

Report Cards and Attendance Records

Allendale Academy report cards are to be completed and turned in to our office twice a year. (Mid year, based on your school schedule, and at the end of your school year.) The attendance record is to be completed and turned in at the end of your school year. At the end of the First Semester fill out this form and send a copy to Allendale Academy. **Keep the original for you records.** At the end of the second semester fill in the grades and send Allendale Academy a copy.

For grades K-6 we will accept,

E= Excellent
S= Satisfactory
N= Needs improvement

or any similar system of your choice. If you are using an alternate grading system, please write the key for it on the report card.

For grades 9-12

Grade Point Average is determined by averaging the following point values for each letter grade:

	A	B	C	D
Honors Courses	5	4	3	1
Regular	4	3	2	1

A list of curriculum used and samples of work for English, Math, Science and Social Studies must be submitted. For Florida Virtual School (FLVS) courses enter **FLVS**. For College Dual Enrolled courses enter **College**. **FLVS and College transcripts are required to be submitted to fulfill the work sample requirement.**

We will not accept a failing grade in any required course. If your student fails a required course they must retake the course.

Re-enrollment

Forms for re-enrollment are available from the school office. Please indicate the number of re-enrollment forms and new enrollment forms needed at the bottom of your yearly attendance record when you return your attendance record to the office.

You may complete more than one grade level per year, however a new re-enrollment form and enrollment fee must be submitted for each grade level.

Reinstatement

If you withdraw your student(s) from *Allendale Academy* and later return, upon reinstatement you will be charged a nominal reinstatement fee. Returning students who have never been enrolled in High School with Allendale must enroll as new students.

3 Types of Learning Styles

1. Visual - Students with this type of learning style are usually strong in writing and grammar. They enjoy writing reports and stories and their fine motor skills usually develop easily and naturally. They enjoy learning through reading and videos. Sometimes math can be difficult for them.
2. Auditory - Students with this type of learning style are usually strong in communication skills, and would rather tell a story than write one. They benefit best by learning through tapes, oral discussion and oral reading.
3. Tactile - Students with this type of learning style are usually strong in math skills, and dislike reading and writing. Their fine motor skills, such as penmanship, usually develop later than most students. They enjoy learning through the computer and hands on projects. They like to build things and take things apart to see how they work.

Often, students exhibit more than one of the above mentioned learning styles. Keep in mind these are generalizations and there are always exceptions. It may help to keep these in mind as your student's skills develop.

Gifted or Advanced Students

We encourage parents of advanced students to consider moving them outward rather than upward. Instead of skipping a grade, we suggest keeping them at the grade level that corresponds to their age group and move them outward each year. By outward, we mean adding to their basic curricula such studies as the Arts, Foreign Language, extracurricular Sciences that may appeal to them, or extra Literature or Social Studies that they may be interested in. Creative Writing is another area to expand in. By moving outward, you add to their learning experience in rich and rewarding ways not typically available to them in a public school setting. Field trips, projects, and experiments all enrich a student's life in ways that continue after graduation. While we do not deny a parent's right to skip their student a grade, we encourage outward growth as an alternative.

Annual Testing Options Required for Grades 4-12

1. You may choose to use the 1970 edition of the CAT5 test, available from Christian Liberty Press. To order an achievement test from Christian Liberty, you can call them at 847-259-4444, or fax a credit card order at 847-259-1297, or place your order at www.christianlibertypress.com. You would be responsible to order it yourself, administer it yourself, and mail it back to Christian Liberty Press for grading. They will mail you the results, of which we will need a copy.

-Advantage: Christian Liberty allows parents to keep the test for one year. This will allow you to review the contents of the test before you administer it, if you choose. Christian Liberty does not require the parents to be certified teachers in order to purchase or administer this test. Also, for clarification, you do not need to order the "Curriculum Recommendation Service", this is only for families using the Christian Liberty curriculum.

2. You may register your student for spring testing at your local public or private school. Some districts allow this, while others do not. Check with your county or local school. Some charge a minimal fee for this.

-Advantage: The opportunity for your student to become familiar with group test taking before going to college.

3. Your local homeschool support group may offer testing.

-Advantage: Having your students take the test with a group of children they already know.

4. You may hire a certified teacher to test or evaluate your student.

5. Your high school student may use the PSAT, SAT or ACT as their yearly test. These tests are given at local high schools and test sights. Registration is usually done online and must be completed a month or more before the test date. Please use our CEEB # 100256 so that we will get the results.

Whichever option you choose, you will need to send us a copy of the results of the test or evaluation to our office.

As stated under *Allendale Academy* Requirements, testing for grades 1-3, and for students with Specific Documented Learning Disabilities is optional.

Proctoring for Annual Tests

- Follow specific directions for administering the test.
- Be precise.
- Read directions for completing the student-identifying data, marking answers and administering the tests.
- Make sure your students understand what they are to do before you begin testing.
- Monitor the students to be sure they are marking answers properly. Only give assistance in the mechanics of taking the test.
- Observe time limits for tests that are timed.
- Do not allow students to work longer than specified working time.
- If your student has a documented Specific Learning Disability, contact *Allendale Academy* before testing.

COMMONLY ASKED QUESTIONS

How do Allendale Academy's requirements differ from the Home School Law requirements?

Because *Allendale Academy* is a private school, in the state of Florida you **do not** have to register with or report to the Public School Superintendent, you **are not** required to have a certified teacher test or evaluate your student, you **do not** have to show your student's work to the Public School Superintendent. In other states, the laws may vary. Please check with your state Department of Education or on-line at **www.hslda.com**.

Are immunization records and health records required?

Yes. By law all schools must keep a copy of health and immunization records or an Immunization Objection Form from the Health Department (Florida HRS Form 681 or your states equivalent) in the individual student's permanent record file. A birth certificate is also required to prove the age of Kindergartners. Often these records will be obtained from the previous school when we send for their records, however, if this is the first time your child has been enrolled in a school, you will be responsible for submitting these documents to our office.

How much time each day does it usually take to Home School?

There are no hour-per-day requirements in our school. The hours you spend per day will depend on grade level, curriculum used and the individual needs of the child. It can take anywhere from 2 to 5 hours per day.

Why is this time so short in comparison to public school?

In a public school a teacher may have 30 or more students. This means they must make use of "seat work" to keep the class occupied. If your child grasps an idea or concept you can move on, whereas a public school teacher must spend more time on the topic or subject to be sure most of the class is learning.

Can my student complete two grades in one year?

Yes. We encourage students to work at their own pace. Many students complete one grade level in less than a regular school year. However *Allendale Academy's* enrollment forms and fees are *per grade level*, not per year. When your student completes a grade level, you will need to re-enroll them for the next grade level.

Does Allendale Academy require its students and families to be Christian?

No. Although the Board and founding members of *Allendale Academy* are Christian and our Home School concept is based on Biblical principles, Christianity is not a requirement of enrollment.

How can I respond to my neighbor/family who is opposed to home school?

Let your friends or family members know that no one is more interested in the well being of your child than you are. Who better to teach your child than you? You know their habits and capabilities. You know when they are stressed over a test or when they really know the material, etc....

Will my child lack certain social developments from not attending regular school?

No. Your child can participate in sports (Little League, soccer etc.) or church functions for youths (Youth groups, Pioneers Club, etc.) Most children will be more mature and self-sufficient. They usually will not be swayed to "go along with the crowd". They are more apt to be leaders rather than followers. Independent thinking is a very desirable trait to most employers although not to the public school system.

What if I miss some important aspect of my child's education?

Most curricula include adequate review material built into every school year. Anything you miss can be made up later.

Does Allendale Academy require certain curriculum to be used or subjects to be taught in a specific pattern or grade?

There is no required order of learning in Kindergarten through 8th grade. We offer a scope and sequence section in the Handbook as suggested guidelines. Your student is unique and their style of learning and interests are as individual as they are. That is another advantage of homeschooling.

High School does have specific courses that need to be taken when working for a

diploma, but we do not dictate the order or sequence that they are taught.

How can I lessen my child's anxiety when they are taking the annual achievement test?

It is important that your child anticipate the tests with interest rather than anxiety. Help them realize that the purpose of taking an achievement test is to find out which skills they have mastered and which skills need further development. You can help them approach the testing in a relaxed, positive way by conveying the following ideas.

- Point out that some items may be more difficult than others, and some material may be new to your child; they are not expected to know all the answers.
- Reassure your child that he will be given ample time to do his best.
- Emphasize that the test requires no special preparation and that it will not affect their grades or their promotion to the next grade level.

Do I need to follow the grading system as listed in the Allendale Academy report card?

No. You may design your own, as long as you let us know what it is. (See High School portion of Handbook for required grading system for High School work in order to receive a Diploma from *Allendale Academy*.)

Middle School

Students in 6th, 7th and 8th grade can earn high school credit for high school courses taken in these grades. High school courses must be designated as High School level by the curricula or program used, and be graded with a letter grade (A, B, C etc.). These courses are listed in the Graduation Requirements portion of the Handbook. Credit courses taken in Middle School will be added to a High School transcript upon registration in the 9th grade. If your student transfers before 9th grade, and a transcript is requested, a transcript transfer fee will be charged. Middle school students taking more than half their **core academic** courses at high school level should enroll in high school.

8th Grade

We at *Allendale Academy* have some information for you to consider as your student prepares to enter high school next year.

In some states, high school credits earned at a private school may not automatically transfer to a public school. In some cases, students are required to pass an exam in certain subjects before a credit will be transferred. In other cases, where there are no such exams, the student may be required to retake the course. Even though this

rarely happens, it is a possibility in some states or school districts. These situations could occur if transferring after the 9th, 10th or 11th grade.

Each state and district is different. Most schools will accept private school credit. Some will not, and some will accept only those that can be verified with a test. If you are concerned about this, you should contact your local public high school and ask what their policy is regarding the transfer of private school credits.

Sports/Band/Cheerleading

Under current Florida High School Athletic Association (FHSAA) rules students wishing to participate in any form of competition at their local public or private school must register with the county as a homeschool student. While with the county, they must withdraw from Allendale Academy. They can return to Allendale after competing, and we will pick up where we left off in their recordkeeping. We can still offer Bright Futures assistance, transcripts and diplomas when they return to Allendale. However, while they are with the county, the county will be their contact for dual enrollment and FLVS. Please let us know if your student plans to compete at another school, and we can advise you in more detail. Failure to comply will disqualify their team for the entire season, and the team will have to forfeit any wins.

High School

3 Types of Diplomas and Certificates

1. Academic Diploma - An academic diploma is awarded to students who earn the 24 required credits, with an overall GPA of 2.0 or higher. They must also pass a 12th grade achievement test.

2. Honors Diploma - An honors diploma is awarded to students who meet or exceed the requirements of the Florida Medallion Scholars (FMS) Award listed at this Link Florida Medallion Scholars (FMS) Award listed at this link

<http://www.floridastudentfinancialaid.org/ssfad/bf/fmsrequire.htm>

3. Certificate of Achievement - A Certificate of Achievement is awarded to students with a documented Specific Learning Disability. These are students who can not complete specific required courses for graduation, or pass a 12th grade achievement test.

Allendale Diploma

Upon graduation, *Allendale Academy* will issue a diploma and official High School Transcript. Students must achieve a cumulative GPA of 2.0 or higher in a high school curriculum that follows the state's credit requirements and score a minimum of 40% on a 12th grade achievement test. Florida's state graduation requirements are based on the year a student enters 9th grade. The specific requirements for each entering 9th grade class are listed at this link. <http://www.fldoe.org/bii/studentpro/grad-require.asp>

Students enrolling in Allendale Academy after 9th grade may be required to take a SAT, ACT or certified teacher proctored achievement test to graduate, rather than a parent administered test.

The general requirements for a 24 credit diploma include:

English- 4 credits (Must include a combination of Grammar, Vocabulary, Composition, and Literature)

Mathematics- 4 credits (Must include 1 credit Algebra I and 1 credit Geometry)
FL Students only: Pre-Algebra does not count as a math credit for Florida Bright Futures

Science- 3 credits (Must include 1 credit Biology. 2 of the 3 credits must include labs. Many labs can be done online as a virtual lab.

Social Studies- 1 credit in American History, 1 credit in World History, ½ credit in American Government, ½ credit in Economics

H.O.P.E- 1 credit (½ credit Physical Education/Personal Fitness and ½ credit Health)

Fine Arts/Practical Arts- 1 credit total in any combination of Fine Arts (Music, Dance, Drama, Speech, Debate, Painting, Drawing, etc) and/or Practical Arts (Computer, Home Ec., Industrial Arts, etc)

Electives- 8 Credits (2 of which should be in a single Foreign Language for students planning to go to college and Florida Bright Futures)

Delayed Graduation

Students needing more than one extra semester to complete graduation requirements must be reenrolled for the current academic year.

General High School Information

Dual Enrollment

If your student would be interested in dual-enrollment information for earning college credit while homeschooling in high school, please notify the school office. We recommend this opportunity for advanced students with a GPA of 3.5 or higher. For information on college dual enrollment, see the *Allendale Academy* dual enrollment information sheet and your local college dual enrollment website.

Florida Students

For Florida students, information on the Bright Futures Scholarship Program is available on the Allendale “Forms and Information” website page and at <http://www.floridastudentfinancialaid.org/ssfad/bf/bfmain.htm>.

Portfolio

For your student's high school career, please keep the portfolio for the entire four years of high school. Maintain a list of all curriculum used and several examples of work from all classes as well as a current copy of any transcripts for virtual school or college dual enrollment.

For English, Math, Science and Social Studies a list of curriculum used must be listed on each High School report card and two samples of work must be submitted at the end of each High School year. **FLVS and College transcripts are required to be submitted to fulfill the work sample requirement.** If a student transfers to another school midyear, the required work samples must be submitted before an official Allendale Academy will be sent to the new school.

Honors Courses

Honors courses consist of the following:

1. Any college level course
2. Any course designated Honors by curricula
3. Any Foreign Language above level 2
4. Any course designated honors by the FL DOE on their website
5. AP courses, CLEP credits

Prerequisites

It is recommended that students take Algebra I before taking Chemistry. It is also recommended that students take Algebra II before taking Physics.

Earning Credits in High School

In order to earn a credit, students must successfully complete the chosen curriculum in that subject, earning a passing grade. In an unstructured curriculum, a minimum of 135 hours = 1 credit and a minimum of 70 = 1/2 credit.

Students MUST achieve a cumulative grade point average of 2.0 or higher and pass an achievement test (SAT, ACT, CAT-5, Stanford Achievement, Iowa or Peabody) in order to graduate. Once passing standardized test results (40% or greater) are achieved and submitted in the 10th grade year or later on the no additional standardized testing is required for graduation.

Grade Replacement

Students may retake a class to replace a low grade. The original grade will remain on the transcript but will not be used to compute the cumulative GPA.

Letter Grades

Grade Point Average is determined by averaging the following point values for each letter grade:

	A	B	C	D
Honors Courses	5	4	3	1
Regular	4	3	2	1

STATE G.E.D

Minimum age and other requirements vary from state to state. Students wishing to pass the GED can contact their local GED center. *Allendale Academy* cannot make these testing arrangements.

PSAT/SAT/ACT TESTING (CEEB # 100256)

Students pursuing a higher education will need to take one or more of these tests. When our students take any of these tests, please be sure to have them use our CEEB# which is **100256**. This will identify them as *Allendale Academy* students.

We recommend that students take the PSAT in 10th grade as a practice for taking it in the 11th grade when it can qualify them for the National Merit Scholarship Program. Only the scores from the PSAT taken in the 11th grade are used as a qualifier for the Scholarship, and studies show that students typically score higher on the 2nd try. To register for the PSAT, you will need to call your local public or private school to see if they are administering the test. It is only given in October, and the tests must be ordered by that school ahead of time, so it is best to call for information the preceding May.

The SAT and ACT can be taken as often as the student wants. They are given from October to June each year. We recommend they take one of these tests at least once in both the 11th and 12th grades, but some students like to take them more often. The highest scores from each test will be used. For registration info for the SAT you can go to www.collegeboard.org, and for the ACT, www.act.org. The websites for these tests include a practice test, test taking tips, registration information and forms, and a list of the dates, times and locations the tests will be administered in your area.

SAT/ACT cores must be reported directly to the NCAA and NAIA Eligibility Centers. Test scores that appear on transcripts will not be used. NCAA Eligibility Center CEEB # 9999, NAIA Eligibility Center CEEB # 9876.

SCHOLARSHIP INFORMATION

Allendale Academy can provide you with basic scholarship information. Other sources include your public library, the Internet, or your local community college. For Florida students, contact us if interested in Bright Futures Scholarship information. Please be aware of scholarship application deadlines.

CLEP (College Level Examination Program)

College and high school credits can be earned without taking college courses by passing a CLEP exam. There are exams available for 34 subjects. The cost is minimal compared to the cost of a regular college course. CLEP scaled score that ranges from 20, the lowest, to 80, the highest. The American Council on Education (ACE) recommends a credit-granting score of 50 for each CLEP exam. This is a scaled score, equivalent to earning a C in the relevant course. The following letter grades will be assigned for CLEP credit. 68 and above A, 58 – 67 B, 50 – 57 C, below 50 no credit.

For CLEP information call 1-800-257-9558 or www.collegeboard.org.

COLLEGE

Students planning to go to college will need to successfully complete a course of study in accordance with their state's guidelines. The transcript we provide will show the course of study and grades earned as reported to us during your high school years. Please take these requirements as seriously as the Admissions Board of the college you want to enter will take them. You may want to consider taking an extra year of Math and Science courses, as many Admissions Boards consider this a plus. **Some colleges or programs within certain universities have different admissions requirements than the university itself. It is a good idea to check, before graduating high school, with the university you plan to attend to see if this is the case . Dual enrolled credits automatically transfer to a Florida public 4 year college. Students with scholarships**

are not "automatically" admitted to college, and some colleges have a higher SAT or ACT score requirement than the scholarships may require. Check with the college of your choice to see what they require.

TRANSCRIPTS

Transcripts will be mailed to the colleges or universities of your choice as requested. Notify the *Allendale Academy* school office of where you need your transcript sent. Allow three (3) business days for the preparation of your transcript, plus mailing time.

Community Service Documentation

Signed Non-Profit Organization Letterhead is required for Community Service Hour documentation before any hours will be added to a transcript. The letter must include a printed contact name and phone number. Parents cannot sign for their own student's community service.

FAFSA

If planning to attend college, in January of your senior year, you will need to fill out and mail the "**Free Application for Federal Student Aid**" form online.

Commonly Asked Questions about High School

What about a diploma?

Allendale Academy will issue a diploma to all high school students who successfully complete the high school graduation requirements as listed in the High School portion of this Handbook.

Are there problems with getting into college?

No. *Allendale Academy* offers high school transcripts and guidelines for the appropriate testing for college admission. Also, home schooled students often adapt to college education better than those students who have been passed through the program of social promotion offered by the public school system.

Do I need to follow the grading system as listed in the *Allendale Academy* report card?

In high school it is best to use our report card and grading system since this will enable you to have a High School transcript acceptable to College Admissions Boards. Also, if your student wants a High School Diploma from *Allendale Academy*, you will need to use our grading system, so we can calculate their GPA for graduation.

Can my student complete two grades in one year?

Yes. We encourage students to work at their own pace. Many complete a grade

level in less than a regular school year. However *Allendale Academy's* enrollment forms and fees are *per grade level*, not per year. When your student completes a grade level, you must re-enroll them and pay the next grade level's enrollment fee.

When does a course in Literature count as a credit?

English I, II, III and IV typically consist of grammar, composition and literature, all counting together as 1 credit in English each year. However, a specific literature course, such as American Literature, British Literature or World Literature, can count as a credit separate from English if taken as a full grade level course. The credit can be determined by curriculum or hours.

How can I include a lab with Science?

Dual enrollment is one way to meet the lab requirement. Also, some support groups offer science labs. Lab equipment can be ordered from many curriculum providers. If this is not an option for you, viewing a lab can also qualify, either by using a library video or watching one on PBS. Or your student can read about labs from a lab manual.

What is dual enrollment?

Dual enrollment allows a student to be enrolled in high school and college simultaneously in order to earn college credits while earning high school credits. We recommend this for advanced students with a GPA or 3.5 or higher.

How can my high school student become dual enrolled in my local community college?

For dual enrollment information, please contact Allendale Academy. The student will need to take the College Placement Test before registering for classes. Please let us know if they need our signature on a dual enrollment form or an official copy of your high school transcript. You will need to send us a copy of the college transcript at the end of each semester.

How are the dual enrolled credits counted toward graduation credit requirements?

Once the course has been completed, students must submit Allendale a copy of their college transcript. College level courses earn a honors GPA. Most introductory College Courses earn half (.5) high School Credits. The allowable High School Credit is listed at this FDOE site. https://www.osfaffelp.org/bfiehs/fnbpcm02_CCTMain.aspx

Can my student play sports or cheerlead or play in a band at a local public or private school while with Allendale Academy?

No. Please see page 13 for details.