



Home Education Handbook



**Sturgeon
Public Schools**

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Home Education in Sturgeon Public School Division

Mission

Sturgeon Public School Division Home Education is a partnership of students, parents, and teachers dedicated to student learning, the achievement of educational goals, and the realization of personal challenges.

Vision

Our vision is to enable students to build a personalized educational program to match the uniqueness of their learning needs, their environment, and their interests. The Sturgeon Public School Division Home Education Program is dedicated to the success of student learning.

Mandate

For students within our jurisdiction, it is our mandate to provide efficient and effective access to home-based education alternatives that provide opportunity for student success.

- Registration is processed through Home Education Administration at the Morinville Learning Centre:
Morinville Learning Centre
9207-100 Street
Morinville, Alberta
T8R 1R2
(780) 939-4033
- Alberta Education Curriculum resources and Alberta Distance Learning (ADLC) resources are ordered through Home Education Administration at the Morinville Learning Centre.
- Program Planning is facilitated by the Sturgeon Home Education Facilitator at (780) 939-4341. Resident (Community) School Administration is involved in the program planning when a Shared Responsibility Parent Directed and Teacher (school) Directed Program is requested.



- Parents wishing to provide their own resources are set up with a budget for that purpose through Home Education Administration at the Morinville Learning Centre.

Successful Home-Based Education

Our program recognizes the primacy of the parent as an educator. We believe that parents possess a natural ability and the desire necessary to provide their child with an education. The child's success is directly proportional to motivation of the student and the commitment by the parents.

Success at Home Education Learning requires

- Students to be self-motivated
- Parents to be supportive and available for the student during the “school day”

1. Registering With Our Program

Goals

We trust in the primacy of parents as educators of their children. We are committed to supporting and enriching the unique learning journey of each student within our program. We offer flexibility in programming. Through collaboration with the family, our programs can be tailored to meet the unique learning needs of our students.

Registration

1. Contact the Morinville Learning Centre at (780) 939-4033 for necessary information. Registration forms and additional paperwork must be completed and submitted by **September 30**.
 - *Home Education Regulation 023/2019 Notification Form* (Appendix A) must be completed. This is available at the Morinville Learning Centre. This form **must** be updated and signed on an annual basis.
 - A current report card, birth certificate and essential education information (if applicable) must be submitted.



2. For new families, the Sturgeon Home Education Facilitator may contact you to discuss your program and arrange a convenient time to meet for further discussion.
3. Learning Plans are expected to be completed shortly after registration and submitted to the Sturgeon Home Education Facilitator by **December 1**.
4. Parents may purchase resources from the supplier of their choice or may order ADLC resources through the Morinville Learning Centre. Refer to Section 7 for approved expenditure list.

2. Programs

<i>Traditional Home Education</i>	Parent-Directed. Parents choose curriculum, plan, teach, and assess the lessons.
<i>Shared Responsibility Delivery</i>	Home Education and Community School attendance A partnership blending Parent-Directed subjects and Teacher-Directed subjects.
<i>Teacher-Directed</i>	Teacher Directed. Teachers support grade 1-9 students via phone, fax, and email. This includes content delivery and assessment.

3. Parent-Directed Program

Introduction

Parents who choose a Parent-Directed Program for their child accept 100% responsibility for the instruction, direction, and evaluation of their child's learning program. The Facilitator may provide assistance/advice during the twice-yearly visits.

Responsibilities of Parent and Facilitator

The **Parent** is responsible for



- Developing a program of studies that includes the instructional method and selection of curriculum materials for the program.
- Contacting the Facilitator for further assistance in developing the child's program, if required.
- Developing a Learning Plan.
- Maintaining a portfolio of the child's academic progress.

The *Facilitator* is responsible for

- Meeting with the family at least twice per year—usually at the beginning of the school year and again in the latter portion of the year.
- Maintaining periodic contact as need requires.
- Reviewing the portfolios of student progress and assisting with assessment, if requested.

NOTE: Some local schools are able to allow parent directed, homeschool students to attend special events or a complementary class or option. This is at the discretion of the principal and conversations should be scheduled with them ahead of registration.

4. Shared Responsibility Program

Introduction

The Shared Responsibility Program offered by Sturgeon Public School Division is a blend of the Parent-Directed and Teacher-Directed programs. The instruction, direction, evaluation, and responsibility of a child's program of studies are shared between parent and school.

For example, parents may elect to have the school direct instruction in the areas of math, music, science, and social studies while retaining responsibility for the subjects of language arts, physical education, art or other areas of study.

The Teacher-Directed portion of instruction is referred to as the *school portion*. The Parent-Directed portion of instruction is referred to as the *parent portion*. Together, the two form the Shared Responsibility Program.

Alberta Education guidelines mandate a school to direct a minimum of 50% at the elementary and junior high level and 20% at the senior high level. At registration, assistance is available to develop a personal education plan specific to your child's grade level, dividing your child's program of studies between the parent and the school portion of instruction.



5. Facilitator Visits

A Facilitator is one with a teaching certificate who is assigned to support and guide each child's learning program and ensures that expectations of Board policy, the School Act and Alberta Education guidelines are met. Facilitator visits will be made to basic, traditional, parent-directed families as mandated by Alberta Education.

- First visits for Parent-Directed families are usually in late **September to December**. Some families may choose to meet with their Facilitator at a convenient location outside their home.
- Parents are responsible for creating a Learning Plan to meet the educational needs of their child and submitting a copy to the Facilitator by **December 1**. A copy will be placed in the student's cumulative school records.
- Second visits for Parent-Directed families are usually in **April to June**. Some families may choose to meet with their Facilitator at a convenient location outside their home.

6. Program Funding & Fees

Provincial Funding

If registered in a Parent-Directed Program, parents receive one half of the Home Education provincial funding. This can be used for supplies, resources, registration fees, etc. Parents can submit receipts to the Administrative Assistant at the Morinville Learning Centre for reimbursement.

Reimbursement is based on three conditions:

- Expense is necessary for and related to the student's program
- Expenses is paid for and supported by invoices/receipts
- Expense is not usually paid for by parents of students in a brick-and-mortar school or **not a form of remuneration to the parent**



Recommended for Home Education Reimbursement	Not Recommended for Home Education Reimbursement
Expense is related to: <ul style="list-style-type: none"> • Programs of study • Instructional materials • Other resources related to home education program 	Expenses that are considered a cost of operating a home school and not associated with the program and/or usually required to be paid for by a parent of a student enrolled in a school operated by a board or private school.
Consumables (paper, pencils, art supplies, general workbooks, ink)	Furniture
Curriculum based (workbooks, textbooks, reading books)	Warranties/insurance
Online curriculum programs (learning programs on CD)	Competitions (e.g. swim meets, tournament costs)
Learning aids (manipulatives that are supported in the program plan)	*Registration fees – including, but not limited to, sports teams, community leagues, and summer camps
Computers, technology equipment (i.e. printers) including repairs and upgrades	*Postage, fax costs and long-distance charges to an associate school board or private school and its teachers
*Internet services (50% of monthly fee from September to end of August)	*Personal remuneration and payment for travel costs or other expenses usually required to be paid by a parent of a student who is enrolled in a school operated by a board or private school. Section 7(4)(b)(ii)
*Tutoring (Group or individual lessons necessary for the student’s program delivered by a subject matter expert who is not an immediate family member)	
*Lessons (up to a maximum of 50% of the funding provided to parents)—including, but not limited to, music, swimming, and language lessons taught by a certified instructor and in relation to the student’s program	



Recommended for Home Education Reimbursement	Not Recommended for Home Education Reimbursement
*Tangible assets (up to a maximum of 50% of the funding provided to parents)—e.g. cameras, telescopes, musical instruments, physical education equipment, sewing machines	
Home economic edibles	
*Admissions/field trips (up to a maximum of 50% of the funding provided to parents)—Activities are related to student's program and may include zoo admission, theatre tickets related to literature study, museum admissions, science centre entrance fees, and multiuse recreation centres. Reimbursement is for the student only . The purchase of family admission is permissible in cases where it is more cost-effective than purchasing multiple individual student admissions. Multiple admissions or annual passes are acceptable for activities when directly related to the student's home education plan.	
*Postage/shipping and handling from vendors to the home education family.	

* *Reflects update as of September 1, 2017.*

Fees

Additional fees may be charged if a student uses Sturgeon or Alberta Distance Learning Centre (ADLC) resources. Fees are charged to the student's allocation and are based on a **cost recovery** structure.

ADLC Enrollment Fee (Gr. 1-9)	
Student Instruction (SI)	FREE
Teacher Support (TS)	FREE
Module Resources	Varies per course*



* Can range from \$10.00 to \$200.00. Resources and costs are listed on ADLC website (www.ADLc.ca)

As of fall 2018, all completed work must be submitted to ADLC in digital form. Mailed assignments will no longer be accepted.

If you have arranged with a principal of a local school to attend special events or a complimentary class, there may be associated costs. Please clarify this with the principal during registration.

7. Student Assessment

Introduction

Assessment is the planned or serendipitous activities that provide information about students' understanding and skill in a specific measurement topic. Assessment should be on-going and provide an indication of the following:

- Where growth has occurred through the student's learning activities
- The strengths and weaknesses of the learner, curriculum, and/program
- Potential opportunities for future growth, exploration, and goals

Student Portfolio

A portfolio documenting student progress is recommended to support the communication of student learning to the facilitator. It may include examples of the student's work and projects that demonstrate the student's progress. Approved checklists are available to assist parents with identifying subject skills for each grade level.

Provincial Achievement Tests and Diploma Exams

Students enrolled in a Parent-Directed program are **not required** to write the Student Learning Assessments (SLA) or Provincial Achievement Tests (PAT) in Grades 3, 6, and 9. We strongly recommend that parents consider their child's participation in the exams. They can be excellent check points or measures in a child's education.



Students enrolled in the Shared Responsibility or Teacher-Directed program are required to write the Alberta Education mandated Student Learner Assessments (SLA) or Provincial Achievement Tests (PAT) in Grades 3, 6, and 9 if these core subjects are within the school portion of the combined program.



8. Special Education

The Special Education Program is available only to families enrolled in the Teacher-Directed Program. Alberta Education does not fund Special Education programs for students in the Parent-Directed Program.

9. Senior High School

An Alberta High School Diploma is awarded when a minimum of 100 credits in specified courses are earned and standards have been met according to Alberta Education Guidelines. Refer to Appendix B for *Alberta High School Diploma: Graduation Requirements*.

We offer programming through the Sturgeon Learning Centres: Morinville Learning Centre in Morinville, Alberta; and Sturgeon Learning Centre in Gibbons, Alberta. Please contact one of the Learning Centres for more information.

10. General School Policies

Student Record Portfolio (CUM)

The Student Record Portfolio (CUM) is a legal document chronicling the educational history of each child. The CUM is mandated by Alberta Education for each student registered in an accredited school in the province. This CUM will contain such information as the following:

- Demographic information (address, parent names, siblings etc.)
- Medical information if pertinent to the educational program
- Results of testing if pertinent to the educational program, e.g. SLA, PAT
- Results of each year of education of the child within Alberta, e.g. copy of report card
- Names of the educational authority and school for each year of education.

As this is a legal document, it remains in the community school. Parents have the right to view the contents of this document and obtain photocopies of any/all information therein. Parents may only



view this CUM in the presence of certificated personnel, usually the child's present teacher or the Facilitator.

Please contact the community school's office if you require more information.

Appeal Process

If you have any concerns about your child, please contact the Home Education Coordinator at Central Office. If a parent/guardian disagrees with a decision, the proper appeal procedure should be followed:

1. Home Education Coordinator
2. Director of Programming Excellence
3. Superintendent
4. Board of Trustees

11. Contact Information

Contact for the Home Education Program is through the Administrative Assistance at the Morinville Learning Centre.

Morinville Learning Centre	9207-100 Street Morinville, Alberta T8R 1R2
Phone Number	(780) 939-4033
Hours of Operation	Monday to Friday 8:30 am to 4:00 pm

Other inquiries may be made through the Home Education Coordinator at (780) 939-4341.

12. Policy and Regulations

Alberta Education Regulations Governing Home Education

Basic Education in Alberta – The Definition

Ministerial Order AR #023/2019

A basic education must provide student with a solid core program including language arts, mathematics, science and social studies. Students will be able to meet the provincial graduation requirements and be prepared for entry into the workplace or post-secondary studies. Students will understand personal and community values and the rights and responsibilities of citizenship. Students will develop the capacity to pursue learning throughout their lives. Students should also have the opportunity to learn languages other than English and to attain levels of proficiency and cultural awareness that will help to prepare them for participation in the global economy.

Section 20 of the Education Act (“September 1, 2019”) states:

(1) A parent of a student may provide, at home or elsewhere, a home education program for the student if the program:

- (a) meets the requirements of the Regulations, and
- (b) is under the supervision of a board or a private school accredited under section 28(2)

For more information on Alberta Education and Home Education policies, please consult Alberta Education's web site at: <http://www.education.alberta.ca>.

Home Education Regulation AR (#023/2019)

http://www.qp.alberta.ca/documents/MinOrders/2019/Education/2019_023_Education.pdf

Frequently Asked Questions

What are the costs involved for families registering in your program?

Our Funding Handbook provides detailed information regarding costs. There is no charge to register prior to September 30th. Consumables, book rental fees and parent chosen resources are deducted from funding provided for each student.

Is Home Schooling legal?

Home schooling is legally recognized in the Alberta School Act.

Will my child miss out on socialization and extra-curricular activities?

Socialization means learning acceptable behavior in various situations and relationships. Children can play in the neighborhood, participate in sports teams, and be involved in all types of community and church activities.

What qualifications do I need to teach my child?

Parents teach their children to walk and talk; home education is an extension of basic skills. A formal teaching certificate is not necessary, but patience, time and commitment to teach their children are key to a successful home program.

Are students from home-based learning accepted into colleges?

Home educated children are accepted into many colleges and universities providing they have met the entrance requirements of the institution.

Will I have the time for a home based learning program?

For a successful program at least one parent needs to be with the student during the school time. Considerable time is required to prepare for and assist students at home. We will assist parents with organizing a schedule. For those students taking courses through ADLC (Alberta Distance Learning Centre), the assigned subject teacher can assist parents with organizing a schedule for that course. Parents of children in the Teacher-Directed Program are expected to be at home with the student during the "school day".

Will my child listen to me and accept me as his or her teacher?

Home-based programs are most effective when both the parent and the child are involved in planning the educational program and in setting daily goals.

How do I choose and find curriculum?

Alberta resources are available through our office or you may purchase curriculum from commercial suppliers.



What is the oldest age for home-based learning students?

A funded student can be no older than 19 on September 1 of the school year. Adult students can register for high school courses on a cost recovery basis through our Learning Centers in Morinville and Gibbons.

What is the youngest age?

Students must be 6 years old prior to February 28 of the school year.

Can children skip a grade or fail a grade?

According to Alberta Education guidelines, children need to be registered in a grade. Sturgeon School Division staff work towards the best interests of a child and programs are recommended around student needs. Home-based learning allows for personalizing a child's program to meet specific needs of the student. Individualizing a student's program enables enrichment without the limitations of a definite grade level or the stigma of skipping or failing a grade.

Do you have a Kindergarten program?

Kindergarten is not a required program. However, we can offer checklists, advice and recommend resources to assist with programming for these youngsters.

My child has special needs - do you offer a special education program?

Alberta Education does not fund Special Education programs for students in the Parent-Directed Program. However, we will assist with program development.

What type of program does Sturgeon Home Education have for Senior High Students?

Teacher-Directed programming is available through our Learning Centers in Morinville and Gibbons.

What teacher assistance do I have when I join the Sturgeon School Home Education Program?

All families who join the Sturgeon School Division Home Education Program are assigned a Facilitator who will work with them as an advisor. In the Teacher-Directed and Shared Responsibility programs, students will interact with the subject/program, ADLC or Sturgeon School Division teacher.



13. Glossary

Alberta Distance Learning (ADLC): Correspondence courses of study following the Alberta Program of Studies, offered by the Alberta Distance Learning Centre, Barrhead

Alberta Education (AB Ed): The branch of government that determines education guidelines and policies in the province of Alberta

Alberta Student Learning Outcomes: Guidelines defining the goals of education in the province, as developed and approved by Alberta Education

Shared Responsibility Program: A home based education program in which the school and parent act in partnership and share responsibility for the development, delivery, and assessment of the student's program of studies

CEU (Credit Enrollment Unit): Credits earned when a student receives a passing mark in a high school course. One CEU is equal to 25 hours of access to instruction.

CTBS (Canadian Test of Basic Skills): A national standardized skills test widely used in Grades K-12 to assess student skills.

Conventional Student: A student attending a traditional "brick-and-mortar" school

Curriculum: Any educational materials or resources related to carrying out (fulfilling) the goals and instruction of skills of the student's program of studies

Diploma Exams: A series of exams in the Grade 12 core subjects required to earn an Alberta High School Diploma, and/or to meet the requirements for entrance into a college or university

Facilitator: A certificated teacher assigned to a student enrolled in the *Parent-Directed program* to act as a liaison between the student and the school

Funding: Funds provided to families by our schools for resources used to develop a student's educational program

Non-Resident Student: A student who lives outside of the political and geographical boundaries of a school board's jurisdiction

Parent: The parent or guardian of the student or another capable adult assigned to that role by the parent or guardian

Parent-Directed Program: A home based education program offered by a school and supervised by a teacher, in which the parent assumes primary responsibility for the development, delivery, and assessment of the child's program of studies



PEP (Personal Education Plan): A description of the student's course work. The PEP identifies the courses included in the student's program

Portfolio, Student: A collection of a student's work over a period of time that shows a progression in skills. This may include such items as stories, projects, photographs, and work samples. A portfolio is mandatory in the Parent-Directed program

Provincial Achievement Tests (PATs) : An annual series of tests mandated by Alberta Education to assess core curriculum effectiveness in Grades 6, and 9

Resident Student: A student living within the political and geographical boundaries of a school board's jurisdiction

Student Learner Outcomes: The knowledge, skills and attitudes which will prepare a student for life after high school

Student Record Portfolio (CUM) is a legal document that chronicles the educational history of each child. The SRP is mandated by Alberta Education for each student registered in an accredited school in the province.

Subject Specialist: Certificated teacher who has specialized in a subject or subjects such as Math, Science, English, Social Studies, or CTS

Teacher: A Sturgeon School Division staff member who holds an Alberta Teaching Certificate

Teacher-Directed Program: A home-based education program in which a school assumes responsibility for the development, direction, and assessment of the student's program of studies. A parent or responsible adult assists and supports the student in the home



6. The name of the student's parent (as defined in the *School Act*, Section 1(1)(q) and (2)):

_____ () _____ () _____ / _____
 (last name) Mother (first name) Mother Home Phone Work/Fax

_____ () _____ () _____ / _____
 (last name) Father (first name) Father Home Phone Work/Fax

Family E-mail Address:

Alberta Education I.D. #

(To be provided by the school)

7. The address and telephone number of the student:

_____ (Area code) Telephone number
 Street address or legal description

_____ Community

_____ Province

_____ Postal Code

The address and telephone number of the parent (if different from the student's):

_____ (Area code) Telephone number
 Street address or legal description

_____ Community

_____ Province

_____ Postal Code

8. The address where the education program is to be conducted (if different from the above):

_____ (Area code) Telephone number
 Street address or legal description

_____ Community

_____ Province

_____ Postal Code

9. The citizenship of the student and, if the student is not a Canadian citizen, the type of visa or other document by which the student is lawfully admitted to Canada for permanent or temporary residence, and the expiry date of that visa or other document:

10. The estimated grade level of the student: _____



11. The name of the resident school board: _____
12. Education program and name of school or name of associate board or associate private school for the previous school year: _____
13. Is assistance required in preparing the home education program plan? (Check one) Yes No
14. Provide the name of the person(s) providing the home education program or instructing the home education program, if not the parent: _____
15. a) **For associate school boards** – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

Status Indian/First Nations Non-Status Indian/First Nations Métis Inuit

Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. Alberta school boards are also collecting this information pursuant to the same section in conjunction with section 2(1)(t) of the Student Record Regulation and for the same purposes.

For further information or if you have questions regarding the collection activity, please contact the office of the *Director, Aboriginal Policy, Policy Sector, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501*. If you have questions regarding the collection activity by your school board, please contact the School Board Superintendent.

- b) **For associate private schools (if private school is a Level 2 Accredited Funded Private School)** – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

Status Indian/First Nations Non-Status Indian/First Nations Métis Inuit

Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act) as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success.

Pursuant to section 13 and 14 of the Personal Information Protection Act (PIPA), Level 2 accredited private schools in Alberta are collecting this information in order to develop policies, programs and services to improve Aboriginal learner success.



For further information or if you have questions regarding the collection activity by Alberta Education, please contact the office of the Director, Aboriginal Policy, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501. If you have questions regarding the collection activity by the school, please contact the school principal.

16. Section 23 Francophone Education Eligibility Declaration

*To be completed only if associate board is supervising Home Education

Section 2 (1) of the Student Record Regulation states that:

The student record of a student must contain all information affecting the decisions made about the education of the student that is collected or maintained by a board, regardless of the manner in which it is maintained or stored including (s) if the parent of a student is eligible to have the student taught in the French language pursuant to section 23 of the Canadian Charter of Rights and Freedoms, a notation to indicate that and a notation to indicate whether the parent wishes to exercise that right.

Pursuant to Section 23 of the *Canadian Charter of Rights and Freedoms*:

Citizens of Canada

- whose first language learned and still understood is French; or
- who have received their primary school instruction in Canada in French have the right to have their children receive primary and secondary instruction in French; or
- of whom any child has received or is receiving primary or secondary school instruction in French in Canada, have the right to have all their children receive primary and secondary school instruction in the same language.

In Alberta, parents can only exercise this right by enrolling their child in a French first language (Francophone) program offered by a Francophone Regional authority.

- A. According to the criteria above as set out in the *Canadian Charter of Rights and Freedoms*, are you eligible to have your child receive a French first language (Francophone) education? (Please place an X in the appropriate box.)
- Yes No Do not know
- B. If yes, do you wish to exercise your right to have your child receive a French first language (Francophone) education?
- Yes No

PART B Declaration by Parent

I/We, _____, the parent(s) of

_____ the student, declare to the best of my/our knowledge that the home education program and the activities selected for the home education program will enable the student (check as applicable):

- to achieve the outcomes contained in the Alberta Programs of Study.
- to achieve the outcomes contained in the Schedule included in the *Home Education Regulation*.

In addition, I/We understand and agree that the instruction and evaluation of my/our child's progress is my/our responsibility and that the associate board or private school will supervise and evaluate my/our child's progress in accordance with the



Home Education Regulation.

I/We understand and agree that the development, administration and management of the home education program is our responsibility.

Parents who provide home education programs acknowledge that there are implications when they choose to use programs different from the Alberta *Programs of Study*:

1. Students may not apply to a high school principal for high school credits.
2. Students may not receive an Alberta High School Diploma.

Any student in a home education program may write a high school diploma examination. However the diploma examination mark achieved will stand alone and will not result in a final course mark unless accompanied by a recommendation for credit by a high school principal. A final course mark requires both a school awarded mark and a diploma examination mark. Arrangements to write diploma examinations should be made well in advance of the writing date by contacting the associate school board or associate private school for assistance or Learner Assessment Branch at 780-427-0010.

Signature(s) of Supervising Parent(s) or Legal Guardian(s)

(mm / dd / yyyy)

PART C Associate School Board or Associate Private School Notification of Acceptance

As per Section 2(3) of the *Home Education Regulation* the associate board or associate private school must reply in writing to the parent not more than 15 school days after the date on which it is notified whether it agrees to supervise or continue to supervise the Home Education Program.

This agreement is accepted is not accepted by the is provisionally accepted by

(Print the name, address and phone number of the associate board or private school)

Signature of Superintendent or Principal

(mm / dd / yyyy)

PART D Requirements for the Home Education Program for Components of the Program that Do Not Follow the Alberta Programs of Study

If portions of the student program will enable the student to achieve the outcomes contained in the Schedule included in the Home Education Regulation, please attach according to this Form the required written description of the Home Education Program for a student who is following the *Schedule of Learning Outcomes for Students Receiving Home Education Programs That Do Not Follow the Alberta Programs of Study*:

1. Describe in the home education program plan, the instructional method to be used, the activities planned for the program and how the instructional method and the activities will enable the student to achieve the learning outcomes contained in the Schedule.
2. Identify the resource materials, if different from provincially authorized materials, to be used for instruction.
3. Describe the methods and nature of the evaluation to be used to assess the student's progress, the number of evaluations and how the evaluation addresses the learning outcomes in Question 1.
4. Describe the associate board or associate private school facilities and services that the private school facilities and services that the parent wishes to use.

APPENDIX B

Alberta High School Diploma Requirements (English)

The requirements indicated in this chart are the minimum requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and Workplaces may require additional and/or specific courses.

100 CREDITS

Including the following:

- ENGLISH LANGUAGE ARTS – 30 LEVEL
(English Language Arts 30-1 or 30-2)
- SOCIAL STUDIES – 30 LEVEL
(Social Studies 30-1 or 30-2)
- MATHEMATICS – 20 LEVEL
(Pure Mathematics 20, Applied Mathematics 20 or Mathematics 24)
(Mathematics 20-1, Mathematics 20-2 or Mathematics 20-3)
- SCIENCE – 20 LEVEL
(Science 20, Science 24, Biology 20, Chemistry 20 or Physics 20)
- PHYSICAL EDUCATION 10 (3 CREDITS)
- CAREER AND LIFE MANAGEMENT (3 CREDITS)
- 10 CREDITS IN ANY COMBINATION FROM:
 - >Career and Technology Studies (CTS)
 - >Fine Arts
 - >Second Languages
 - >Physical Education 20 and/or 30
 - >Locally developed/acquired and locally authorized courses in CTS, fine arts, second languages,
 - >Knowledge and Employability occupational courses or IOP occupational courses
 - >Knowledge and Employability courses
 - >Registered Apprenticeship Program courses
- 10 CREDITS IN ANY 30-LEVEL COURSE
(IN ADDITION TO A 30-LEVEL ENGLISH LANGUAGE ARTS AND A 30-LEVEL SOCIAL STUDIES COURSE AS SPECIFIED ABOVE)
 - These courses may include:
 - >30-level locally developed/acquired and locally authorized courses
 - >Advanced level (3000 series) in Career and Technology Studies courses
 - >30-level Work Experience courses
 - >30-level Knowledge and Employability courses
 - >30-level Registered Apprenticeship Program courses
 - >30-level Green Certificate Specialization courses
 - >Special Projects 30

(continued)

- The science requirement—Science 20 or 24, Biology 20, Chemistry 20 or Physics 20—may also be met with the 10-credit combination of Science 14 and Science 10.
- Science 20 is not available in Francophone schools.
- See information on [exemption from the physical education requirement](#).
- See information on [exemption from the CALM requirement](#).
- Students may earn any number of credits in the study of second languages, but only a maximum of 25 language credits may be used to meet the 100-credit requirement for the Alberta High School Diploma.
- Students entering Grade 10 in the 1998–1999 school year and subsequent school years will be able to use
- Physical Education 20 and/or 30 to meet this 10-credit requirement.
- 30-level English language arts or 30-level social studies courses from a different course sequence may not be used to meet the 30-level course requirement.
- Students may earn any number of credits in Work Experience, but only 15 credits may be used to meet the 100-credit requirement for the Alberta High School Diploma.

FURTHER NOTES:

- For 30-level courses that have a diploma examination, the final course mark consists of a blend of the School-awarded mark and the diploma examination mark.
- For more information, students in Francophone programs should consult the Alberta High School Diploma Requirements for French First Language–Francophone.
- Mature students should consult the [Mature Students](#) section for applicable requirements.