



**HARVEST
CHURCH
SCHOOL**

A Ministry of
Harvest Church

Many thanks go to all the individuals and churches that have paved the way and made home schooling so much more accessible and cover school ministries so much easier to begin. Materials from this manual have been compiled with gratitude from the following sources:

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The Cool School
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Pathways Academy and High School
Administrator: Unlisted

Perimeter Christian School
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Harvest Church School

Parent Handbook

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Legal Information

Legal Covering

The homeschool laws in Alabama have never been tested in a court of law. Harvest and all other homeschool covers operate under section 16-28-1 of Alabama state law as a church school.

The term church school, as used in this chapter, shall mean and only include such schools as offer instruction in grades K-12, or any combination thereof including the kindergarten, elementary, or secondary level and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches of a nonprofit basis which do not receive any state or federal funding. (School Code 1927, Section 302: Code 1940, T. 52, Section 299.)

We operate under this section based on the advice of the Home School Legal Defense Foundation and on the written opinion of Attorney General Bill Pryor.

Because of the lack of legal precedent, Harvest Church School requires each family to join the Home School Legal Defense Association. Enrollment in Harvest Church School will not be considered complete until a copy of your card has been placed in the student's permanent file. This must be updated annually.

Selected Alabama Statutes

Section 16-28-1. Definitions. For purposes of this article, the following words, terms and phrases shall have the following respective meanings, unless clearly indicated otherwise:

(1) PRIVATE SCHOOL. Includes only such schools as hold a certificate issued by the State Superintendent of Education, showing that such school conforms to the following requirements: a. The instruction in such schools shall be by persons holding certificates issued by the State Superintendent of Education; b. Instruction shall be offered in the several branches of study required to be taught in the public schools of this state; c. The English language shall be used in giving instruction; d. A register of attendance shall be kept which clearly indicates every absence of each child from such school for a half day or more during each school day of the school year.

(2) CHURCH SCHOOL. Includes only such schools as offer instruction in grades K-12, or any combination thereof including the kindergarten, elementary, or secondary level and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches on a nonprofit basis which do not receive any state or federal funding. (School Code 1927, §302; Code 1940, T. 52, §299; Acts 1982, No. 82-218, p. 260, §1.)

Section 16-28-3. Ages of children required to attend school; church school students exempt from operation of this section. Every child between the ages of 7 and 16 years shall be required to attend a public school, private school, church school, or be instructed by a competent private tutor for the entire length of the school term in every scholastic year except that every child attending a church school as defined in Section 16-28-1 is exempt from the requirements of this section, provided such child complies with enrollment and reporting procedure specified in Section 16-28-7. Admission to public school shall be on an individual basis on the application of the parents, legal custodian or guardian of the child to the local board of education at the beginning of each school year, under such rules and regulations as the board may prescribe. (School Code 1927, §§301; Code 1940, T. 52, §§297; Acts 1956, 2nd Ex. Sess., No. 117, p. 446, §§3; Acts 1982, No. 82-218, p. 260, §§4.)

Section 16-28-5. Private tutor. Instruction by a private tutor means and includes only instruction by a person who holds a certificate issued by the State Superintendent of Education and who offers instruction in the several branches of study required to be taught in the public schools of this state, for at least three hours a day for 140 days each calendar year, between the hours of 8:00 A.M. and 4:00 P.M., and who uses the English language in giving instruction. Such private tutor shall, prior to beginning the instruction of any child, file with the county superintendent of education, where his place of instruction is in territory under the control and supervision of the county board of education, or the city superintendent of schools, where his place of instruction is in territory under the control and supervision of a city board of education, a statement showing the child or children to be instructed, the subjects to be taught and the period of time such instruction is proposed to be given. Such tutor shall keep a register of work,

showing daily the hours used for instruction and the presence or absence of any child being instructed and shall make such reports as the State Board of Education may require. (School Code 1927, §§303; Code 1940, T. 52, §§300.)

Section 16-28-6. Children exempt from attending public school. (a) The following children, when issued certificates of exemption by the county superintendent of education, where they reside in territory under the control and supervision of the county board of education, or the city superintendent of schools, where they reside in territory under the control and supervision of a city board of education, shall not be required to attend school, or to be instructed by a private tutor:

(1) Children whose physical or mental condition is such as to prevent or render inadvisable attendance at school or application to study. Before issuing such certificate of exemption, the superintendent shall require a certificate from the county health officer in counties which have a health unit, and from a regularly licensed, practicing physician in counties which do not have a health unit, that such a child is physically or mentally incapacitated for school work;

(2) Children 16 years of age and upward or children who have completed the course of study of the public schools of the state through high school as now constituted;

(3) Where because of the distance children reside from school and the lack of public transportation such children would be compelled to walk over two miles to attend a public school;

(4) Where the children are legally and regularly employed under the provisions of the law relating to child labor and hold permits to work granted under the terms of said child labor law.

(b) Nothing in this section shall be construed so as to deny any right to any child granted under the provisions of Sections 16-39-1 through 16-39-12. (School Code 1927, §304; Code 1940, T. 52, §301; Acts 1947, No. 676, p. 517; Acts 1971, No. 2484, p. 3965.)

Section 16-28-7. Report of enrollment. At the end of the fifth day from the opening of the public school, the principal teacher of each public school, private school, and each private tutor, but not church school, shall report on forms prescribed by the State Superintendent of Education to the county superintendent of education, in the event the school is operated in territory under the control and supervision of the county board of education, or to the city superintendent of schools, in the event the school is operated in territory under the control and supervision of a city board of education, the names and addresses of all children between the ages of seven and 16 years who have enrolled in such schools; and thereafter, throughout the compulsory attendance period, the principal teacher of each school and private tutor shall report at least weekly the names and addresses of all children between the ages of seven and 16 years who enroll in said school or who, having enrolled, were absent without being excused, or whose absence was not satisfactorily explained by the parent, guardian, or other person having control of the child. The enrollment and attendance of a child in a church school shall be filed with the local public school superintendent by the parent, guardian or other person in charge or control of the child on a form provided by the superintendent or his agent which shall be countersigned by the administrator of the church school and returned to

the public school superintendent by the parent. Should said child cease attendance at a church school, the parent, guardian, or other person in charge or control of the child shall by prior consent at the time of enrollment direct the church school to notify the local public school superintendent or his agent that said child no longer is in attendance at a church school. (School Code 1927, §§309; Code 1940, T. 52, §§306; Acts 1982, No. 82-218, p. 260, §5.)

Section 16-28-9. List of children who should attend school required. In order that the provisions of this article may more definitely be enforced, the county superintendent of education and the city superintendent of schools shall, before the opening of the public schools, make a list for each school under his control or supervision of all children between the ages of seven and 16 years who should attend such school or schools under his charge or control. Such list must give the name, date of birth, age, sex, race and the name and address of the parent, guardian or other person in parental relationship. In case of pupils living in cities, the street and house number shall be given, and in case of all other pupils, the estimated distance from the schoolhouse by the nearest traveled road shall be given. (School Code 1927, §§311; Code 1940, T. 52, §§308.)

Section 16-35-5. Studies required to be taught in elementary school. In every elementary school in the state there shall be taught reading, spelling and writing, arithmetic, oral and written English, geography, history of the United States and Alabama, elementary science, health education, physical education and such other studies as may be prescribed by the State Board of Education. (School Code 1927, §§431; Code 1940, T. 52, §§408.)

Attorney General Bill Pryor On Homeschooling in Alabama

In 1996 Representative Pete Turnham (Auburn) requested an attorney general's opinion on whether the state or local boards of education could regulate home schooling in Alabama. After analysis of the issue the Attorney General's office responded with the following letter addressed to Rep. Turnham, dated January 3, 1997.

Dear Representative Turnham:

This opinion is issued in response to your request for an opinion from the Attorney General.

QUESTION

Other than the state laws requiring parents to report attendance and for church schools to report if a student is no longer in attendance at such a church school, is there any provision of Alabama law that permits or requires any state local authority to regulate a church school?

FACTS AND ANALYSIS

Church schools as defined in Code of Alabama 1975, §16-28-1(2) are exempt from governmental regulations. The law requires mandatory or compulsory attendance of all children between the ages of 7 and 16 years at either a public, private, or church school. Code of Alabama 1975, §16-28-2.1 and §16-28-3. Parents who enroll their children in church schools are required by §16-28-7, Code, to report their children's attendance to the local superintendent of education. The church school notifies the superintendent if a child no longer attends the church school.

Church schools are exempt from regulations or state laws governing public and private schools. Code of Alabama 1975, §16-28-24. There is no statutory authority authorizing or requiring any state or local authority to regulate church schools, which may conduct classes in any manner they see fit. There is no requirement that church school teachers be certified or that a church school be accredited by the state or any private agency. No state or governmental agency has the authority to regulate a church school.

CONCLUSION

Other than the state laws requiring parents to report attendance and for church schools to report if a student is no longer in attendance at such a church school, there is no provision of Alabama law that permits or requires any state or local authority to regulate a church school.

I hope this sufficiently answers your question. If our office can be of further assistance, please contact Jane LeCroy Brannan of my staff.

Sincerely,
Bill Pryor, Attorney General

Policies & Procedures

Policy and Procedures

We who are involved in this mission of schooling our own children believe that the best way to assure that our children are confirmed and strengthened lies in the family centered Christian atmosphere. Home life offers a rich opportunity and rewards for the child and the parent. Strengthening the family unit is beneficial to all people.

Parents who choose to take on this responsibility of educating their own child must realize that this task lies entirely on their shoulders. Harvest Church School and its administration cannot be held accountable for the academic progress of any individual child.

Harvest Church School administration will fulfill its administrative duties for the school by maintaining a permanent record file on each student ages 6 through 17 (or grades 1 – 12) enrolled. Also the school will provide Church School Enrollment Forms for each pupil in good standing. Field trips and get-togethers will be presented for parents and students, participation is voluntary.

Current Operating Guidelines for Harvest Church School

Recognizing the desire of many Christians to have more direct involvement in the education of their children, it is the desire of the membership of Harvest Church for this ministry to offer support, encouragement and accountability to these families.

1. Harvest Church School shall be under the authority of the Faculty Advisory Board, one member of which shall be a member of the Church Council of Harvest Church or their chosen representative. The administrator shall be a homeschooling member of Harvest Church. The Board shall be comprised of Harvest Church families.
2. Each family wishing to enroll in Harvest Church School shall follow the registration procedures in order to be considered for enrollment. New enrollment for each school year will be held from June 1 through August 1. Notification of accepted applicants will be made as soon as possible.
3. The target enrollment for each school year shall be approximately 75 families. These families must have been regular attendees of Harvest Church or another church following the same basic Christian doctrines for at least 3 months prior to enrollment.
4. The parent or legal guardian shall be required to sign a statement releasing Harvest Church and Harvest Church School from all legal responsibilities for the education of their children.
5. Each home school family shall be required to join Home School Legal Defense Association (HSLDA) and pay the required fee. A copy of the current membership card shall be provided to the church annually.
6. Attendance and grades shall be submitted twice per year (January and June) and placed on file in the Harvest Church School office. Grades may be submitted online via www.homeschoolreporting.com (sign up with this service is included in tuition) or may be turned in or mailed in. HCS provides transcripts for each student at the time of withdrawal, transfer, and/or graduation. Formal requests can be made to info@hcs.dothan.com , please include the name of college or school with complete address.
7. Each teacher (parent) may decide upon the choice of curriculum and must provide curriculum titles by the first meeting of the school term in August. The affiliation with a church school indicates that Christian beliefs are important; therefore, the Harvest Church School teachers will teach from a Christian perspective recognizing the Bible as our authority.

8. The length of the school term shall be set at 160 days. A standardized achievement test shall be offered, but not required, annually by Harvest Church School for an additional fee.
9. Teachers must attend the first faculty meeting of the school year (in August), the second faculty meeting (in January), and the entire family must attend the Awards Ceremony in May.
10. Harvest Church School shall keep active records on all children from the age of 6 (or 1st grade) to the age of 17 (or 12th grade). Records will not be kept on those children under the age of 6; however these children are welcome to participate in all HCS activities and field trips.
11. Registration/Tuition shall be \$110.00 per year per family. This must be paid in full at the time of registration, unless special arrangements with the administrator have been made.
12. Harvest Church School will be self-supporting excluding the use of the facilities. Harvest Church School will make an annual donation of 10% of their budget to Harvest Church to aid in the cost associated with the various functions held in church facilities or on church grounds.
13. Harvest Church School admits students and families of any race, color, national origin, and ethnic origins to all the rights, privileges, programs, and activities accorded or made available to students of the school. It does not discriminate on the basis of race, color, or national origin in its educational policies, admissions, policies, scholarships, and loan programs, and athletic or other school-administered programs.
14. Harvest Church School Accountability Procedures:

Meetings/Grades/Attendance

- 1) When a family has not attended mandatory meeting, or misses a deadline to turn in grades and attendance, a letter of inquiry will be mailed.
- 2) If the pattern is not changed by the next mandatory meeting, or grades and attendance are not turned in within 30 days, the family will be notified of their dismissal from HCS. They will not be allowed to re-enroll in the current school year and their local public school will be notified.

Mission Statement

Harvest Church School was formed to enable parents to take responsibility for their children's academic, emotional, social, and spiritual growth. We believe in the family and in its ability as an institution to instruct children in the most positive and loving environment possible.

Our purpose is to help parents by supporting them in this endeavor. We believe that parents are commissioned by God for the directing of the bringing up of their children, and are, therefore, the best teachers for them. However even the best teachers need support and guidance. We will strive to help the parents by offering informative faculty meetings, more structured classes through the Educational Guidance Group (E.G.G.), as well as social and educational events for the children. We will maintain permanent records for each child enrolled as well.

Harvest Church School was formed to allow people the opportunity to instruct their own children in a Christian belief system that is personal to their own family. We therefore require no statement of faith, but rather trust that those families who take the responsibility of educating their own children will seek to educate those children in their religious Faith as well. We will have available a basic Statement of Beliefs that HCS will follow in the E.G.G. classes, so that parents will be aware of the basic Christian principles that we follow which are common to most Christians regardless of denomination.

We will strive for the educational excellence of the child and of the parents. We are never too old to learn and that is one beauty of home schooling, you will grow as a teacher as your child is growing. We hope that as a member of the Harvest Church School faculty, parents will continue to be open to new ways of growing and learning.

Guiding Principles

1. Love and Glorify God as He is revealed in the Holy Bible. “Jesus replied, ‘Love the Lord your God with all your heart and with all your soul and with all your mind.’ This is the first and greatest commandment” (Matt. 22:37-38). “And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him” (Col.3:17). “So whether you eat or drink or whatever you do, do it all for the glory of God” (1 Cor. 10:17). The Holy Bible is our standard of truth and final authority for faith and practice in all matters relating to this ministry. Our chief aim is to love and glorify God through everything we do.
2. Help fulfill the Great Commission (Matt. 28:18-20). The governing imperative verb of Christ’s Great Commission in Matthew’s gospel is “disciple” or “make disciples.” Members of Christ’s churches, therefore, are commanded to make disciples among all peoples by “going, baptizing, and teaching.” They are to do so in the confident assurance that all authority is given to Christ and that always He will be with them. This ministry seeks to build up the body of Christ by cooperating with Christ’s Great Commission purpose, encouraging all men, women, boys and girls to be both personal disciplined followers and public character witnesses of the Lord Jesus Christ everywhere they go.
3. Affirm and Encourage Parents in their God-given opportunities and responsibilities. “Love the Lord your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, and when you lie down and when you get up” (Deut. 6:5-7). The first two instructions to God’s people after the original giving of the Great Commandment was that they (1) keep God’s commandments in their hearts and (2) teach those commandments in their homes. Parents are God’s first plan, His single most effective agents for spreading the Gospel to children and discipling young believers. The vast majority of Christians come to a “saving faith” in Christ when they are children, under the influence of their parents; furthermore, the successful sharing of a parent’s faith and values is best facilitated when actively-involved parents take the time, make the opportunity, and employ the tools needed for developing close, loving, and nurturing relationships with their children. Whether the issue is instilling positive traits (e.g. respect for authority, personal integrity, honesty, dependability, loyalty, and commitment) or avoiding negative consequences (e.g. teenage suicide, substance abuse, adolescent violence, sexual promiscuity, and teenage pregnancy) parents must take their proper place on the front line. If the influence of parents ever breaks down, the cost will be measured in lost souls.

The percent of children who come to faith later in life is so small, and the consequences of a negative, neglected childhood are so great, that the positive influence of parents early in life must command our utmost attention and priority.

4. Educate with Excellence in a Christ-centered environment. “Whatever you do, work at it with all our heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving” (Col. 3:23-24). Children, like their Lord, are to keep increasing in wisdom and stature and in favor with God and man.” (Luke 2:52). Likewise, “Blessed is the man who finds wisdom the man who gains understanding” (Pro. 3:13). Also, “Instruct a wise man and he will be wiser still; instruct a righteous man and he will add to his learning (Pro. 9:9). If we are to teach and instruct students “as working unto the Lord,” the standard of our performance can be nothing less than excellence, taking into account applicable research and the best relevant practices concerning teaching and learning.
5. Integrate Home and School in age-appropriate ways throughout the curriculum design and student activities. Harvest Church School exists to assist parents with the modern-day difficulties of preparing their children for college while also recognizing and supporting the parents’ unique role in communicating their faith and values. For parents to succeed in their all-important task of discipleship, it is essential for families to experience meaningful time together. Traditional school systems, by their very structure, tend to rob parents and students of this most precious commodity. HCS gives time and access back to parents in exchange for their commitment to be academically and relationally involved with their children. Such involvement, when lovingly and joyfully administered, leads to greater opportunity for parents to succeed in teaching their most important “subjects” – faith, hope, and love. This good-faith partnership between parents and HCS makes home and school integrated for a family- strengthening, quality education.
6. Reach Out to Other Communities. God’s blessings are for the glory of His name and the enrichment of our world. If an educational approach, such as the one Harvest Church School embraces, can successfully demonstrate that a high quality education can be provided in a manner that also protects and even enhances the roles of parents in the discipleship of their children, then it is right and proper to do everything possible to communicate that approach with anyone who needs and wants it. As this ministry experiences God’s blessings, therefore, it will be about the business of sharing those blessings with “the world.”

Curriculum Foundations

No specific curriculum is endorsed by this school. Each family must seek out curriculum for their own children in order to best meet the needs of that child and family. It is our hope that while choosing curriculum that our families would choose to teach things that encompass the following ideals.

1. Life Skills: Learning how to live Christian lives that are modeled after our Creator, and responsive to our neighbors and ourselves, as is set forth in the example of the Church.
2. Learning Skills: Learning how to acquire information from a variety of sources, and then apply those skills to life situations.
3. Reading Skills: Using reading to acquire knowledge in all curriculum areas as well as for personal development and enjoyment.
4. Communicative Skills: Acquiring writing and language skills that enable the child to effectively communicate knowledge and ideas to others. This encompasses spelling, handwriting, grammar, and creative writing.
5. Mathematics: Acquiring skills for practical daily living as well as skills for higher mathematical reasoning.
6. Creative Arts: Developing and fostering an appreciation for dance, music, drama, and the visual arts and to encourage talents as they develop.
7. Basic Living Skills: Acquiring basic living skills through participation and observation of daily living.
8. Science and the Social Studies: Acquiring knowledge to be effective stewards of our community and creation.

Spiritual Objectives

General Objectives

The Spiritual Objectives of Harvest Church School is to encourage its students and families to live and work whole-heartedly for the Lord and for the building of His body, the Church. We further wish to encourage all associated with this ministry to live in ever increasing obedience to Him by bringing all facets of their lives under His control and authority (Matt. 22: 37-40). Parents, staff, and board members, therefore, must be in agreement with the ministry's statements of faith. While not required to sign the Statement of Faith, parents need to be aware of the beliefs that Harvest Church School will operate under as basic to all Christian people.

Statement of Faith

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:15; Peter 1:21).
2. We believe there is only one God, eternally existent in three persons – Father, Son and Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:30).
3. We believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35); His sinless life (Hebrews 4:15; 7:26); His miracles (John 2:11); His vicarious and atoning death (1 Corinthians 15:3; Ephesians 1:7; Hebrews 2:9); His resurrection (John 11:25; 1 Corinthians 15:4); His ascension to the right hand of the Father (Mark 16:19); His personal return in power and glory (Acts 1:11; Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that men are justified on the single ground of faith in the shed blood of Christ that only by God's grace and through faith alone we are saved. (John 3:16-19; 5:24; Romans 3:23; 5:8-9; Ephesians 2:8-10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16; 6:19-20; Ephesians 4:30; 5:18).

Non-Denominational Position

This ministry's Statement of Faith is fundamental to basic Christian tenants and contains those doctrines to which we unreservedly adhere to and teach. It is our desire to maintain this position and to do so in all fairness to each family. In honoring this desire concerning the outreach of this ministry, there shall be no attempt made by parents, students, staff, or school board members to promote or disparage any doctrinal or denominational beliefs, practices, or positions regarding issues upon which the ministry itself has assumed no official status. We desire to remain united in the salvation and love of Christ, avoiding the dissension which may be caused by denominational distinctives.

Faculty Advisory Board

Harvest Church School shall be governed by a Faculty Advisory Board which will make all decisions regarding policy for the school. The Faculty Advisory Board meetings will be held on a monthly basis. Faculty Advisory Board member shall be members or regular attendees of at least one year of Harvest Church.

The Faculty Advisory Board shall be comprised at least three, but no more that twelve members. New members shall be nominated and elected by the sitting Faculty Advisory Board and officers shall be elected by the sitting Faculty Advisory Board. The Administrator will be elected by the FAB. All members of the board will have an equal vote. Officers of the Faculty Advisory Board will be elected by the Board. Faculty members will serve on the board for a one year term, and may be asked to serve again the following year.

The 2006 -2007 Faculty Advisory Board members are:

Chairman –	Ashley Whaley ashley@hcsdothan.com (334) 685-3225
Vice-Chairman –	Jeanne Gates (334) 702-7133
Secretary –	Stephanie Wilson (334) 712-1845
Treasurer –	Rhonda Sigler rrsigler3@juno.com (334) 702-3555
Members -	

Parental Requirements

When a family has enrolled a child in Harvest Church School, there are several parent/teacher requirements to remain in good standing with the school. Parents are responsible to:

1. Maintain and submit grades twice a year. The deadline will be January 15 and June 15.
2. Pay all fees according to prescribed deadlines.
3. Attend the three required faculty meetings each year. These required meetings are in August, January, and May.
4. Join HSLDA and submit current copy of card to be kept on file by HCS. (Any special circumstances not allowing you to join this organization will need to be approved by the Administrator.)

In addition to the above requirements, HCS recommends the following to enhance your school program:

1. Maintain a portfolio of samples of the students work.
2. Maintain lesson plans in the provided plan book.

Enrollment

First Time Enrollment

Families wishing to enroll with Harvest Church School for the 2008-2009 school year may request an enrollment packet by contacting the Administrator or downloading one online. Enrollment packets will be available on June 1, 2008 and must be completed and returned to the administrator by August 1, 2008. After the enrollment packet has been returned and interview time will be scheduled. Families will be notified of their status with the school as soon as possible after the completion of the interview.

Pre-Enrollment Interview

All prospective families will be interviewed prior to their enrollment by one or more members of the Faculty Advisory Board using a standard set of questions. The family will be notified after this interview as to their status with the school. The interview is to determine the reasons for homeschooling, knowledge of homeschooling through outside reading, readiness for homeschooling, as well as their personal education philosophy and how Harvest Church School can best minister to them.

Re-enrollment Procedures

Re-enrollment for current members of Harvest Church School will be open from April 1 to May 31. Registration/Tuition fee is \$110.00 per family.

Tuition and Registration

Registration/Tuition is set at \$110.00 for the school year lasting August through May of each year. Full payment is due at the time of re-registration. Any special payment arrangements must be made through the Administrator in advance. Tuition is non-refundable. Tuition rates will be re-evaluated each year by the FAB for the following year.

In order to maintain the school as an effective ministry of the church the number of families participating shall be kept to a workable number of families, to be determined each year by the Faculty Advisory Board. The number of families which shall be admitted for each school year is 75.

Breakdown of Tuition Use (\$110)

\$10.00 will go to www.homeschoolreporting.com for online grade and attendance submission. Please utilize this tool.

Remaining \$100:

10% of tuition will be paid to the Church to cover expenses incurred through the use of the facilities.

40 % will be used for school supplies, mailings, meetings, graduation, website, etc.

50% will be to pay the Administrator of HCS.

All parents of Harvest Church School will be invited to participate in field trips, and other activities of interest to the group as they are scheduled.

If a child is withdrawn from the rolls for **any** reason, the local school officials in that child's school zone will be notified that they are no longer enrolled at Harvest Church School. Students who withdraw will not be allowed to re-register in the same school year.

TUITION IS NON-REFUNDABLE

Acceptance in Harvest Church School

It is the policy of our school to accept into our enrollment only those students who are leaving their current enrollment (previous school) on good terms. We also reserve the right to refuse anyone who has not been in regular attendance in any school for several weeks. (No child should ever be withdrawn from their current school before being accepted into the new school, wince it is in fact the law that children between seven years and sixteen years be enrolled in some type of school.) We cannot support parents who knowingly break the law.

It will be the policy of our school not to accept into our enrollment students who are already fast approaching sixteen years of age and in their junior year of high school, Unless one or more of the following conditions are present:

The child was previously home educated and the parents are returning to home education for the student, or

Health concerns of the student prevent continuing in the public or private school arena.

The reasons for this policy are many; first, the state of Alabama passed a law in an effort to stop the flow of drop outs from public school by refusing the drivers license of drop out students. We decided to support this and not support student who are merely trying to circumvent this law. Secondly, home education is a life style, not just a quick fix to a problem. It takes months, even years to adjust to the change in routine and learning style. Sixteen year old students would be just as well off to study for the GED on their own, and obtain a diploma in that fashion, or they have the option of enrolling in a correspondence type school to get a diploma, and do not need the benefit of a church school.

Harvest Church may choose to instigate programs in the future to more fully minister to students and adults who wish to pursue their high school diploma.

Code of Behavior

Harvest Church School Code of Behavior reflects a Biblical philosophy and standard. This code of conduct establishes the expectations we have for our students and staff as they embrace and participate in the activities and academics of our school. As each of us signs this code of conduct we are promising our teachers and our peers that we will carefully obey the letter of this code and that we will also conform to the spirit behind this code of conduct.

We have identified three attributes that we hope will influence all that we do at Harvest Church School. The first is **righteousness**. We want uprightness and integrity to be the hallmark of HCS. The second is **honesty**. We desire to be honest in all our dealings both within the context of our school and as a school to our community. We also value **kindness**. We simply hope to be fruitful and exemplary in showing kindness.

We hope that these values will be intrinsic to our school atmosphere and that all of us together will continually strive to achieve growth both personally and corporately as a school. With these general principles in place, we want to elaborate how these are to be demonstrated in our code of conduct.

1. I will be truthful in all of my affairs.
2. I will conform to the values and truths set forth in the statement of faith and will introduce no opposing philosophy into the school.
3. I will esteem the gospel and all those who embrace it. I will bring no reproach against the gospel or against those who embrace it.
4. I will be careful with and protect my fellow students. I will strive to be a positive and encouraging influence on all my peers. Thus I will not shame my fellow students through ridicule or name calling. I will give special consideration to those weaker than I and especially strive to encourage them.
5. I will not use profanity.
6. I will not engage in public displays of affection between the sexes such as hand-holding, kissing, etc.
7. I will honor and quickly submit to all those who are in authority over me and do all I can to make their responsibility a joy and not a burden. I will respectfully address them as Mr. or Mrs. or Coach.
8. I will treat the school facility and grounds in a manner that is reflective of gratitude. This means I will keep them clean and orderly.
9. I will not engage in tale bearing (gossip or tattling). I will be responsible to report the misconduct of my peers for their protection as well as for the honor of the school. I acknowledge that by my silence I become a partaker (partner) with them in their misconduct.
10. I will be careful to conform to the Biblical standard for the godliness in all that I do and will honestly confess my guilt in any infraction.

Failure to adhere to these rules could result in the student only being allowed to participate in school events, functions, and trips only when accompanied by a parent. Continual failure to follow these rules could result in dismissal from Harvest Church School.

Services To Be Offered

- A system of encouragement and support
- A means of accountability
- Facebook and Yahoo Groups
- Maintenance of academic records
- Annual standardized testing
- Provision of transcripts
- Graduation ceremonies/diplomas

As a parent partner ministry, we need your support and involvement to make these services available. Contact ashley@hcsdothan.com to find out how you can help and benefit from this effort.

Record Keeping

All participants will be expected to submit their records in a timely manner, as good record keeping is essential for the protection of everyone involved. The decision to withdraw a family for non-compliance will be left to the Faculty Advisory Board.

Families whose records fall behind 30 days will be notified by certified mail that they have been terminated from our group. (A reminder card will be mailed after the first week to remind you to get the records in.)

Forms are included in this manual for you to use to record your attendance and grades. Forms are also available on the school website. First semester attendance and grades are due no later than January 15th. Final attendance and grades are due no later than June 15th. Families operating their school on a year round school plan must set deadlines with the administrator.

We strongly encourage all educators to keep plan books. The administrator will not check the plan book. It is simply for your aid and protection. The plan book should include special programs and activities such as field trips, educational TV programming, and activities, and all work that will be accomplished. This would also include private dance and music lessons, church activities, sports, volunteer work and scouting activities, in addition to “book work”.

Attendance

Compulsory Attendance Act

Children in the state of Alabama are required to attend school from the age of 7 to the age of 16. Parents are not required to submit attendance records, curriculum information, or examples of student's work to any police, truancy officer or public school official without a court order and officials should not be allowed entrance into your home. Parents should not volunteer or voluntarily produce such information. You should present your church school enrollment form, completed and signed by the administrator. This is the only proof required of compliance with the Compulsory Attendance Act. However, the administrator may be asked to produce attendance and grades for your children, which is why it is important to meet the reporting requests of the school. No other information is required by law; however, families are encouraged to keep additional records, files or portfolios of their children's work. Please consult HSLDA for advice if you have any questions about compliance with the laws, and contact them immediately if you have any problems with law enforcement or school officials.

HCS Attendance Policy

While state law does not dictate the number of days required for a church school, Harvest Church School has deemed it appropriate to set the minimum number of days for its students enrolled in grade 1 through grade 12 at 160 educational days. This is the average between the 140 requirement for private tutors and the 180 day requirement for public and private school.

A school day is defined as a planned and documented day for instruction in which time is spent in educational, learning activities. Field trips are educational activities. Learning should not be confined to textbooks and workbooks – but should include all forms of learning including visual, auditory, and hands-on learning.

Each classroom may decide whether to follow the public school's academic calendar (mid-August through May) or utilize a year-round approach, or set an individual calendar. Families are encouraged to integrate learning into their lifestyle. For this purpose, academic days toward the minimum may be counted from June 16 of one year to June 15 of the following year (i.e. June 16, 2006 through June 15, 2007). No day may count toward more than one academic year. Families whose records indicate that they are not progressing toward this goal will be contacted by the administrator.

Teachers must maintain daily attendance records on the forms provided and should submit a copy of the form to the school no later than the dates requested. Teachers (parents) should keep the original copy of their attendance record in their records.

Grades

Teachers are required to submit a grade report form for each child twice a year, no later than January 15 and June 15. This form will be provided each year in your member's manual or your manual upgrade. Copies of the forms may be made by the parent.

Teachers with students in grades Kindergarten through grade 8 may choose to divide the year into 6 week periods, 9 week periods, or semester, whichever best suits their curriculum and schooling methods. Students in these grades may be evaluated using either of the systems outlined below.

Traditional Grading Scale

100 – 90	A
80 – 89	B
74 – 79	C
70 – 73	D
Below 70	F

Reflective Grading Scale

Satisfactory	S
Improving	I
Needs Improvement	N
Unsatisfactory	U

Teachers with students in grade 9 through 12 may use either 9 weeks or semester. A traditional grading scale with **numerical grade assigned** must be used in order to receive a graduation diploma.

For all students grades 1 through 12, term grades will be averaged for final grades which will be reflected on student's transcript. Alabama's compulsory attendance does not begin until age 7. We realize that many students begin 1st grade at age 6, therefore we will record grades for 1st grade. Records will not be kept before 1st grade. Those families transferring in from other schools may transfer all grades accrued.

Preschool and Kindergarten

A good education must include the healthy development of the whole child in a proper and fitting environment. Young children, especially under the age of 6, are best nurtured in all respects by their parents living and experiencing life, rather than studying about life through textbook and workbooks. Among the numerous benefits, the home provides opportunities to:

- a. Spend time outdoors to explore and play safely.
- b. Stimulate learning by doing, experimenting and observing.
- c. Develop responsibility through working with parents in cooking, cleaning, gardening, and other household projects.
- d. Model and imitate family values, rather than those easily adopted by children in other settings.
- e. Have security, acceptance and love from parents in all situations.

Formalized education need not begin before age 6. Children should be motivated to learn because of intrinsic interest if the creation of God with a desire to know and understand. When extrinsic motivation is needed, encouragement and discipline of the parents is all that may be necessary. A young child often does not properly understand a performance rating of letter or numeric grades, so grades may not mean much to them or may cause them to focus on things other than the joy of learning. It is best to build a foundation where students learn to work toward the enjoyment of learning, not just the obtaining of a grade.

Therefore, HCS will not retain records for a child before age 6 so as not to pressure parents into feeling to the need to formalize education, even at home, before a child is emotionally equipped and ready in all ways. Children under the age of 6 are encouraged to participate in all activities, field trips and events that would be of interest.

Kindergarten classes that are taught through the Educational Guidance Group will stress readiness skills and development. No grades will be assigned but rather parents will meet each semester with teachers to ascertain skills and objectives the child has and has not obtained. These are given to the parent only as a guide and for informative purposes and are not designed to be grades.

Standardized Testing

Standardized testing is offered for those parents who wish to have their children tested. There are many valid reasons to have children tested and there are some valid concerns. We feel the benefits outweigh the concerns; however the choice is up to the parents. Harvest Church School will offer but not require testing each year. We will participate with the Wiregrass Education Association in giving the SAT. Parents may test their own children if they choose. Copies of standardized test scores may be filed in a student's permanent record at the request of the parent.

Info can also be gathered from the following testing associations:

ACT: American College Test Administration
P.O. Box 168
Iowa City, IA 52243
1-319-337-1270
www.act.org

SAT: Educational Testing Service
Princeton NJ 08541

Other:
Bayside School Service
P.O. Box 250
Kill Devil Hills, NC 27948
1-800723-3057
www.baysideschoolservices.com

Hewitt Homeschool Resources (test designed for homeschoolers)
P.O. Box 9
Washougal, WA 98671
1-800-890-4097
www.hewitthomeschooling.com

Supervision

It is the policy of Harvest Church School that children be supervised at all times. No child or young adult is to be left home alone without adult supervision on a regular basis. We will not accept into our faculty any family that intends to regularly leave their children home alone. If a family that is already enrolled in our school begins this practice, then the Faculty Advisory Board will have to rethink their status with the school. This is for the student's safety and overall well-being.

Furthermore, we will not allow a child or young person to attend any event without an adult with them who has been designated by the parents to watch over them at the event. **It is fine to arrange ahead of time to have someone else take your child to an event, but it is not within the policy of the school to supervise students who have been left there by the parents or other adults without supervision.**

Please note: AT NO TIME ARE THE STUDENTS OR CHILDREN ALLOWED TO ROAM AROUND THE CHURCH (INSIDE OR OUT) UNSUPERVISED.

Field Trip Guidelines

Parents

- Field trips are for HCS members only unless otherwise noted.
- Please RSVP by the stated deadline in order to participate.
- Pay any fees promptly, or have correct amount ready on arrival.
- Call and cancel if unable to attend.
- Only bring children within stated age requirements.
- Please prepare children in advance for what they will be learning.
- Please do not drop off children unless supervision has been arranged.
- Please monitor children at all times.
- Please dress modestly.
- A written note of thanks from your student is especially considerate.

Appropriate Field Trip Behavior

- Be above reproach. We need to behave on field trips with promptness, courtesy, and attentiveness.
- Students should always be responsive and obedient.
- Students should always stay with parents or designated adult
- Touch only when permitted. Feed or pet animals only with permission.
- Students stay quiet if an adult is talking.
- Students raise hand if asking a question in a group.
- All Code of Behavior guidelines apply to any field trip taken.

Organizing a Field Trip

- Anyone can organize a field trip to anywhere children are welcome.
- Field trips can be scheduled for any time. When calling find out size and age limits, directions, deadlines, cost, and date. You will then act as a contact person for that field trip. Once our size has increased, you may call the coordinator for the age group appropriate and they will be the contact person and help with the details.
- Field trips may be made to museums, factories, parks, historical sites, farms, businesses, hospitals, charitable organizations, just to name a few.
- Enrollment Procedures

High School

Graduation/Diploma

If you have a student who is high school level, or approaching high school level and you are considering placing them back into school (especially public school) in the hopes of getting a high school diploma, then your paper work and curriculum choices must be extremely thorough. These schools will look at your student very carefully before allowing admission, especially if your child is already in “high school.” You are getting into the area of “credits for graduation.” Harvest Church School cannot guarantee that a home schooled student will be admitted on grade level. These matters are up to the school you are trying to enter, and are not up to Harvest Church School. The administration of HCS will keep careful records and transcripts on each student based on the grades and attendance report turned in by the parents. Please note that acceptance into or back into the public school arena on any grade level is up to the public school in question. They can, and often do, change their policies.

Harvest Church School will offer two types of diplomas, detailed on the following pages. Although our diploma is still a non-accredited diploma, we do not expect any trouble in any student gaining entrance to college using our diploma, along with adequate transcripts and college entrance exam scores. Home schooled student with similar qualifications have been admitted to Jefferson State, University of Alabama, and UAB and Birmingham Southern. It is our understanding that colleges look at test scores and interviews more closely than where the student graduated from when making decisions for admission.

The diplomas offered are Standard Diploma and Advanced Diploma. We feel these choices allow students more flexibility in choosing courses that meet their needs and interests while still meeting college entrance standards. We will also offer an official transcript with Certificate of Attendance for any student not meeting the diploma requirements. Each family will be required to meet with the administrator at the beginning of the students 9th grade year to determine the diploma track the student will enter. Any changes in the goals agreed upon in this meeting must be conveyed in writing to the administrator.

**Alabama High School Graduation Requirements
Beginning with the Class of 2000**

Academic Diploma			Advanced Academic Diploma		
English:			English:		
English 9	1		Advanced Level English 9	1	
English 10	1		Advanced Level English 10	1	
English 11	1		Advanced Level English 11	1	
English 12	1		Advanced Level English 12	1	
Total English		4	Total English		4
Mathematics:			Mathematics:		
Algebra I	1		Algebra I	1	
Geometry	1		Geometry	1	
Math Elective	1		Advanced Higher Math	1	
Math Elective	1		Advanced Higher Math	1	
Total Math		4	Total Math		4
Science:			Science:		
Biology	1		Advanced Biology	1	
Physical Science	1		Advanced Physical Science	1	
Science Elective	1		Advanced Physical Science	1	
Science Elective	1		Science Elective	1	
Total Science		4	Total Science		4
Social Studies:			Social Studies:		
Grade 9 Social Studies	1		Grade 9 Social Studies	1	
U.S. History	1		U.S. History	1	
World History	1		World History	1	
Economics	0.5		Economics	0.5	
Government	0.5		Government	0.5	
Total Social Studies		4	Total Social Studies		4
Additional Courses:			Additional Courses:		
Physical Education	1		Physical Education	1	
Health Education	0.5		Health Education	0.5	
Fine Arts	0.5		Fine Arts	0.5	
Computer Applications	0.5		Computer Applications	0.5	
Additional Electives	5.5		Foreign Language	2	
			Additional Electives	3.5	
Total Additional Courses		8	Total Additional Courses		8
Total Required Credits		24	Total Required Credits:		24

Note: This is the basic graduation requirement of the Alabama Department of Education. Local school districts may impose additional requirements.

High School Course Examples

Math: Algebra I&II, Geometry, Consumer/Business Math, Trigonometry, Calculus, Accounting, etc.

Science: Biology, botany, ecology, chemistry, physics, earth science, physical science, geology, astronomy, etc.

Social Studies: Alabama History, world history, US History, Government, Economics, Biblical history, etc.

Physical Education: Exercise videos, basketball, football, baseball, running, walking, bicycling, tennis, ballet, gymnastics, karate, swimming

Electives: can include but are not limited to Drivers Education, religion, typing, computer science, word processing, art, home economics, agriculture, horticulture, auto mechanics, photography, journalism, foreign language, sign language, music, speech, woodworking, work study, drafting,

High School Transcripts Will Include:

- List of all subjects studied by grade level with assignment of a numerical grade. Clear explanations of any special considerations or variations. (accelerated, remedial, etc)
- List of all stewardship activities with documentation of time
- An identification of any extra-curricular activities
- Results of any standardized testing
- Lists of any award or achievements

Wallace Dual Enrollment/Early Admission

ADMISSION OF DUAL ENROLLMENT-DUAL CREDIT STUDENTS

Students are eligible for admission as dual enrollment-dual credit students if they desire to take courses for high school **and** college credit, if their school system has signed a contract with Wallace Community College to participate in this program, and if they meet the following criteria:

1. Complete an application for admission to Wallace Community College;
2. Submit the form Dual Enrollment-Dual Credit Statement of Eligibility in verification of having earned a "B" average in completed high school courses;
3. Have written approval of the high school principal **and** local superintendent of education (Dual Enrollment-Dual Credit Statement of Eligibility);
4. Be in grade 10, 11, or 12 or have an exception granted by Wallace Community College on recommendation of the high school principal **and** superintendent and in accordance with Alabama Administrative Code 290-8-9.17 regarding gifted and talented students; and
5. Take the ACT/ASSET/COMPASS exam.

Students may enroll in career/technical courses and/or programs in accordance with guidelines of the Department of Postsecondary Education.

Students enrolled in courses offered during the normal high school day on or off the high school campus must have prior permission from their principal, superintendent, and the appropriate Wallace Community College dean.

Six semester credit hours at Wallace Community College equal one credit at the high school level in the same or related subject.

EARLY ADMISSION FOR ACCELERATED HIGH SCHOOL STUDENTS

Students are eligible for early admission if they desire to take courses for college credit only and if they meet the following criteria:

1. Successful completion of the 10th grade;
2. Completion of an application for admission to Wallace Community College and the statement of eligibility, Early Admission for Accelerated High School Students, certifying that students have a minimum cumulative "B" average and recommending that they be admitted under this policy;
3. Enrollment only in postsecondary courses for which high school prerequisites have been completed (for example, students may not take English Composition until all required high school English courses have been completed).

Exceptions may be granted by the Chancellor of the Department of Postsecondary Education for students documented as gifted and talented according to standards included in the *State Plan for Exceptional Children and Youth*. Exceptions apply only to requirements 1 and 3 above.

Accelerated high school students who later enroll as regular students at Wallace Community College automatically receive credit for hours earned under this accelerated high school program if the credits are applicable toward their degree program. Students attending other colleges, however, must request in writing that official transcripts be mailed to those institutions if they desire to receive credit earned through this program. **College credit earned through this program may not substitute for high school credit.**

Troy University Dual Enrollment

Students are eligible for admission as dual enrollment-dual credit students if they desire to take courses for high school **and** college credit, if their school system has signed a contract with Troy University to participate in this program, and if they meet the following criteria:

6. Complete an application for admission to Troy University;
7. Submit the form Dual Enrollment-Dual Credit Statement of Eligibility in verification of having earned a 3.0 GPA in completed high school courses;
8. Have written approval of the high school principal (Dual Enrollment-Dual Credit Statement of Eligibility);
9. Be in grade 10, 11, or 12 or have an exception granted by Troy University on recommendation of the high school principal and in accordance with Alabama Administrative Code 290-8-9.17 regarding gifted and talented students; and
10. Score 20 on the ACT/ASSET/COMPASS exam or 950 on SAT.

Students may enroll in career/technical courses and/or programs in accordance with guidelines of the Department of Postsecondary Education.

Students enrolled in courses offered during the normal high school day on or off the high school campus must have prior permission from their principal, superintendent, and the appropriate Troy University dean.

Six semester credit hours at Troy University equal one credit at the high school level in the same or related subject.

The ACT Assessment—

What is it?

The ACT Assessment, or "A-C-T" as it is commonly called, is a national college admission examination that consists of tests in:

English
Reading

Mathematics
Science

The ACT Assessment Plus Writing also contains a 30-minute **Writing Test**.

Note: Not all institutions require or recommend taking the ACT Writing Test in addition to the ACT Assessment. If you plan to enter college in fall 2006 or later, check with the colleges you are considering or visit [What Colleges Have Decided about the Writing Test](#) for a list of institutions that have provided information to us about their policies—whether they will require, recommend, or do not need results from the ACT Writing Test.

Taking the Writing Test will **not** affect your subject area scores on the ACT Assessment or your Composite score.

ACT results are accepted by virtually all U.S. colleges and universities.

The ACT includes 215 multiple-choice questions and takes approximately 3 hours and 30 minutes to complete with breaks. Actual testing time is 2 hours and 55 minutes (or approximately 3 hours and 40 minutes if you are taking the Writing Test).

In the U.S., the ACT is administered on five national test dates, in October, December, February, April, and June. In selected states, the ACT is also offered in late September.

The 2004–2005 basic registration fees, which include score reports for up to four college choices for which a valid code is listed at time of registration, are:

- ACT Assessment—\$28.00 (outside the U.S., \$45.00)
- ACT Assessment Plus Writing—\$42.00 (not available outside the U.S. for 2004–2005)

The ACT tests are prepared according to the:

- *Standards for Educational and Psychological Testing*, American Educational Research Association, American Psychological Association, & National Council on Measurement in Education. (1985).
- *Code of Professional Responsibilities in Educational Measurement*, National Council on Measurement in Education. (1995).
- *Code of Fair Testing Practices in Education*, Joint Committee on Testing Practices. (1988).

Why should I take the ACT?

There are at least four good reasons to take the ACT:

1. **The ACT Assessment tests are universally accepted for college admission.** The ACT Assessment is now accepted by virtually all colleges and universities in the U.S., including all of the Ivy League schools.
2. **The ACT Assessment multiple-choice tests are curriculum based.** The ACT Assessment is not an aptitude or an IQ test. Instead, the questions on the ACT are directly related to what you have learned in your high school courses in English, mathematics, and science. Because the ACT tests are based on what is taught in the high school curriculum, students are generally more comfortable with the ACT than they are with the traditional aptitude tests or tests with narrower content.
3. **The ACT Assessment is more than a test.** In addition to the tests, the ACT also provides test takers with a unique interest inventory that provides valuable information for career and educational planning and a student profile section that provides a comprehensive profile of your work in high school and your future plans.
4. **The ACT Assessment is a good value.** As a private, not-for-profit organization governed by educators, ACT is committed to providing services at the lowest possible cost. Accordingly, the ACT Assessment provides a comprehensive package of educational assessment and career planning services for college-bound students at a modest fee that is lower than the fee for the competing admission test.

How often can I take the ACT Assessment?

You may take the ACT Assessment as often as you wish. Many students take the test twice, once as a junior and again as a senior.

There are no limitations on how many times you can take the ACT, but there are some restrictions on how often you can test. For example, you can test only once per national or state test date.

You should definitely consider retesting if you had any problems during the test, such as misunderstanding the directions or not feeling physically well. You may also want to consider retesting if you are not satisfied that your scores accurately represent your abilities in the areas tested.

If you see a discrepancy between your ACT scores and your high school grades, or if you subsequently complete coursework or an intensive review in the areas covered by the ACT Assessment, retesting may be beneficial.

How will you do on a retest?

ACT research shows that of the students who took the ACT more than once:

- 55% increased their composite score on the retest
- 22% had no change in their composite score on the retest
- 23% decreased their composite score on the retest

If you take the test more than once, you control what scores are sent to colleges or scholarship programs. See the FAQ "[What scores are reported if I test more than once?](#)" for more information.

Can students with disabilities take the ACT?

Yes. For detailed information, see [Services for Students with Disabilities](#).

Is non-Saturday testing available?

Can homebound or confined students take the ACT?

What if I can't afford the registration fee?

Can junior high or middle school students take the ACT?

For detailed answers to any of these questions, see [Students with Special Circumstances](#).

Can I take the ACT outside the 50 United States?

Yes. For detailed information, see [Taking the ACT Outside the 50 United States](#).

How do I contact ACT?

ACT Registration

Mon.-Fri. 8:00 A.M.-8:00 P.M., central time

- Lost or delayed admission tickets
- Test center changes
- Test date changes
- Test option changes
- To correct information on your admission ticket
- To cancel or change college choices by Thursday noon after you've tested

*ACT Registration, P.O. Box 414,
Iowa City, IA 52243-0414*

Re-registration by Touchtone Phone and Credit Card (available **only** for the 2004 test dates listed below)

You must complete a copy of the [phone worksheet](#) (also on page 5 of the 2004–2005 registration booklet) before calling. This service is available for only one test date at a time, as listed below:

Test Date	Re-registration Begins
September 25, 2004 ONLY in AZ, CA, FL, GA, IL, IN, MD, NV, NC, PA, SC, TX, and WA	June 21, 2004
October 23, 2004	September 6, 2004
December 11, 2004	October 4, 2004

319/337-1270

800/525-6926

ID Requirements

Mon.-Fri. 8:30 A.M.-5:00 P.M., central time

- [Acceptable forms of ID](#)
- Test center admittance denied

*ACT Test Administration, P.O. Box 168,
Iowa City, IA 52243-0168*

319/337-1510

Score Reports

Mon.-Fri. 8:30 A.M.-5:00 P.M., central time

- [Additional Score Reports](#) (ASRs)
- Delayed or missing score reports
- Score report corrections

*ACT Records, P.O. Box 451,
Iowa City, IA 52243-0451*

319/337-1313

Students with Disabilities

Mon.-Fri. 8:30 A.M.-5:00 P.M., central time

- [National Center Testing #1](#): Standard-Time National Testing with Accommodations
*ACT Test Administration, P.O. Box 168,
Iowa City, IA 52243-0168*
- [National Center Testing #2](#): Extended-Time National Testing (up to 5 hours testing)

319/337-1510

<p>time or 5 hours, 45 minutes if taking the Writing Test) <i>ACT Registration, P.O. Box 414, Iowa City, IA 52243-0414</i></p> <ul style="list-style-type: none"> • Special Testing: Special Testing with Extended Time and Alternate Formats Available (at specially arranged times <i>not</i> as part of national testing) <i>ACT Special Testing, P.O. Box 4028, Iowa City, IA 52243-4028</i> 	<p>319/337-1851</p> <p>319/337-1332</p>
<p>Other Special Circumstances Mon.-Fri. 8:30 A.M.-5:00 P.M., central time</p> <ul style="list-style-type: none"> • Homebound/confined students • Testing outside the 50 United States • No non-Saturday test center within 50 miles <p><i>ACT Universal Testing, P.O. Box 4028, Iowa City, IA 52243-4028</i></p>	<p>319/337-1332</p> <p>319/337-1448</p> <p>319/337-1332</p>
<p>TDD (must call from TDD)</p>	

Resources

Wiregrass Education Association

In August 2000 the Wiregrass Education Association (WEA), a group of Wiregrass home-based education church schools, united to offer ongoing support and encouragement to each other. This network of schools has a two-fold stated purpose:

- 1) To organize activities that are more difficult to do as single groups.
- 2) To offer support and encouragement for the leaders of church schools.

Check out their website for more information as www.we3a.org

Activities offered in the past include:

Used curriculum sale

Senior High Graduation

Fine Arts Festival

Standardized Testing

School Photos

Wiregrass Library Information

Abbeville Memorial Library
(334)585-2818

Ariton Library
(334)762-2222 (Will connect you with library)

Daleville Community Library
(334)503-9119

Elba City Library
(334)897-6921

Enterprise Public Library
(334)347-2636

Ft. Rucker Library
(334)255-9772

Headland Library
(334)693-2706

Houston-Love Memorial Library
(334)793-9767

Midland City Town Hall
(334)983-3511 (Will connect you with the library)

Newton Public Library
(334)299-3316

Ozark-Dale County Public Library
(334)774-5480

Troy University of Dothan Library
(334)983-6555 ext. 1331

Wallace Community College Learning Resource Center
(334)566-2283

Grade & Attendance Forms

**Harvest Church School
Grade Report Form**

2008-2009 Fall _____ Spring _____ Semester Academic Report

Student _____ Grade ____ Teacher _____

COURSE	GRADE
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
ELECTIVES	
1.	
2.	
3.	
4.	
5.	
<hr style="border: 1px solid black;"/> (Teacher Signature)	

Please complete and return to the HCS office by January 15th (Fall) and June 15th (Spring)

**Harvest Church School
2008-2009 Attendance Record**

Student _____

Grade Level _____

Teacher _____

ATTENDANCE RECORD (Circle Dates For Class)																															
July	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Aug.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Sept.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
Oct.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Nov.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
Dec.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Jan.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Feb.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			
March	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
April	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
May	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
June	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	

Fall Total (July-December) _____ Spring Total (January-June) _____ Yearly Total _____

Instructions

1. Circle the days on which you had school.
2. Enter the total number of days for each semester.
3. Enter the total number of days for the year.

(Teacher Signature)

Please complete and return to the Administrator by January 15th (Fall) and June 15th (Spring)

