

# **Homeschooling for High School & College Admission for Homeschool Students**

Taught By: Malia Russell  
homemaking911@gmail.com  
Homemaking911.com

Find me on:  
Twitter: MaliaMR  
Facebook: Malia Russell  
or <https://www.facebook.com/Homemaking911>  
Instagram: malia.homemaking911  
Pinterest: <https://www.pinterest.com/maliamr/>

# Comparison of High School and Pre-college Requirements (KY)

Minimum High School Graduation Requirements		Pre-college Minimum Curriculum Requirements (Kentucky)	
Language Arts:	4 credits required English I English II English III English IV	English/Language Arts:	4 credits required English I English II English III English IV (or AP English)
Mathematics:	3 credits required Algebra I Geometry Algebra II	Mathematics:	3 credits required Algebra I Geometry Algebra II
Science:	3 credits required Life Science Physical Science Earth/Space Science (at least one lab course)	Science:	3 credits required Life Science Physical Science Earth/Space Science (at least one lab course)
Social Studies:	3 credits required US History Economics Government World Geography World Civilization	Social Studies:	3 credits required US History Economics Government World Geography World Civilization
Health:	credit required	Health:	credit required
Physical Education:	credit required	Physical Education:	credit required
History & Appreciation of Visual & Performing Arts:	1 credit required	History & Appreciation of Visual & Performing Arts:	1 credit required
		Foreign Language:  (Nonnative)	2 credits required
Electives:	7 credits required	Electives:	7 credits required  5 credits required
Total:	22	Total:	22

Source: <http://www.jefferson.k12.ky.us/Schools/GradReq.html> (Last update May 2015)  
Check for updates prior to beginning High School

# Evaluation of High School Credits

There are several ways to evaluate credits. If your child completes a high school-level text by a reputable publisher in an academic course (math, science, English, foreign language, or history), consider the material covered to be one credit. A one credit course typically requires one school year to complete. A one-half credit academic course (such as American Government or perhaps Constitutional Law) typically requires one semester or one-half year to complete.

Covering the material in a textbook does not necessarily mean doing every problem, answering every question, or reading the book from cover to cover, but you should diligently cover the material presented. Some authors calculate teaching 75% of a textbook to equal one credit, but the bottom line is, don't shortchange your child. As an example, you may not spend as much time nor go into as much detail on the Vietnam War as you do on World War II, but you would still want to be certain that your child has an understanding of the main points regarding the Vietnam War. Let integrity be your guide.

For courses that do not use a standard high school-level textbook (perhaps you are putting together your own unit study, or you are using an integrated curriculum), log the hours that your child spends completing the course work. One credit is approximately 120-180 hours of work. The upper end of this range (180 hours) is usually appropriate for lab science courses, while 150 hours is the average for a year long academic course such as English or History. Don't become legalistic in keeping track of each minute, but generally, when evaluating credit for an academic course, a good rule of thumb is 50 minutes a day, 5 days a week for 36 weeks, for a one-credit course.

Logging hours is a good method of determining credit for elective courses such as art, music, sewing, carpentry, web page design, etc. The lower end of the range (120 hours) is fine for elective courses. For a half-credit elective, log approximately 60 hours; for a quarter-credit elective, log approximately 30 hours.

If your child is enrolled in a course at a community college, you should keep in mind that a one-semester college course is comparable to a one-year high school course. Therefore, if your child takes English 101 for one semester at the community college and earns 3 college credits, this is comparable to satisfying a full-year, one-credit high school course. High school credits and college credits are calculated differently. College credits are determined by hours of instruction and don't equate to high school credits. Local policies may differ so it is best to check with a specific college or state to see how they treat dual enrollment courses.

*Source: <http://www.hslda.org/highschool/docs/EvaluatingCredits.asp>*

# The P's and Q's of High School Transcripts

Is it time to start putting together your graduate's high school transcript? If so, do not be worried. All you have to do is mind your Ps and Qs.

## Purpose

The primary purpose of putting together a high school transcript is that it will be required for admission to nearly any College or University. If your child is not planning for college, he may change his mind years later, and it will be much more difficult to create it when it is not current. Also, many types of jobs may ask for a high school transcript, including any government jobs. Also, **a good high school transcript can be a beautiful way to commemorate and celebrate all of your student's achievements.**

## Professional

**Your graduate's transcript should be professional.** Include all the traditionally required elements of a transcript. Transcripts should be typed. Use a clean, traditional font and print it on crisp, white paper. There will be plenty of room to include your scholar's personality later. For the first few pages, show that you can conform to normal standards and make it as easy to read and understand as possible.

## Personality

**Celebrate the fact that your scholar is home educated.** Include personal information to the extent that it reflects the unique and positive attributes of your student. If your child has been in piano lessons for twelve years and works with the local symphony, include that information. If your student has a grass cutting business, is the town babysitter, goes on mission trips every year, or volunteers at the public library, include those items. Cite your graduate's work experience. Some work experience can be included for high school credits. Include those on the course list with corresponding grades. If the work is not enough hours to count toward class credits, then include it as extra curricular activities. Also include things such as significant travel. If your family goes on educational trips to Washington D.C. or to state parks, include these. Brainstorm about what makes your student unique and find ways to present it succinctly.

## Personal References

When applying to colleges or for scholarships, your child may be asked for personal references. **Ask numerous people for references and choose the best to include.** You can include more than the required number. Start collecting these letters in their early high school years. Ask coaches, teachers, scout leaders, youth leaders, employers, mission trip coordinators and others to write letters about your children as these relationships occur and are coming to their natural ending point. You can use these letters for a variety of purposes (college admissions, scholarships, and job applications, and for scrapbooking). If you are already approaching graduation, you can still ask for them, but send a bullet point list of your child's achievements to date so that they will have some ideas to include in their letters.

# Questions

**Consider the typical questions that a college admission person would want to know before admitting your child. Make sure you answer these questions before they are asked.** For example, when you include G.P.A., also include the scale and whether it is weighted or unweighted. If your child took some classes outside the home, include a footnote detailing where the class was taken. If your student did outside activities where others gave scores, so be sure to mark these as such. Also, include a footnote if classes are done as part of a co-op, even if you host the co-op host in your home. By marking them in a special way as a co-op or outside class, the admissions officer will see that your child has experience in group learning settings.

Be prepared to tell which textbooks you used to cover certain subjects. If you self-created a course, be prepared to share what you required to complete the credit. Simply taking a photo copy of the inside cover page of your textbooks will be enough to jog your memory if you need that information later. Many universities do not require this much information, but keep it in a file folder if you are asked. If your child is seeking a journalism degree, or English degree, you may include their reading list. Some colleges will require this regardless of the major.

Even though a transcript is a bit like a resume, be sure all parts of the transcript packet work together to tell the same story. For example, if your child scored very low on the college entrance exams such as the ACT or SAT, it would not make sense for them to have a perfect 4.0 G.P.A. This is simply not realistic. Your child does not have to look perfect to gain college admission. However, if your scholar is very art oriented and barely passed math, make sure you include achievements in art as part of the academic and extracurricular achievements.

For our transcript, the first two pages look very traditional. They include basic information such as name, address, contact info, school name, courses and grades. It also includes G.P.A, and how it is determined. Also, include ACT and SAT test scores.

If you need an expanded resume style transcripts, include work experience, extracurricular activities, volunteer activities, mission trips, and any significant travel. You can also include your reading list here (if required) by year or as a composite list for all four years of high school. This reading list is also nice to have for our reference for other students. Some colleges may additionally require an essay, portfolio of academic work, or art samples in the case of art majors.

To summarize, remember that when putting together your college admission package, mind your P's and Q's.

- Purpose
- Professional
- Shows Personality
- Included Personal References
- Anticipate and answer Questions that the college admission people will want answered.

# Sample High School Transcript

## Personal Information

Name: \_\_\_\_\_  
(Gender)  
Date of Birth: \_\_\_\_\_  
SSN: \_\_\_\_\_

## Parental Information

Parents  
\_\_\_\_\_  
City, State Zip Code  
( ) \_\_\_\_\_

## Secondary School Information (Dual Enrollment)

Home School  
Address  
City, State Zip Code  
Phone  
School Code: 969-999

Supplemental/Other School  
Address  
City, State Zip Code  
Phone  
School Code: N/A

Total Credits: \_\_\_\_

Graduation Date: \_\_\_\_\_

## Test Dates/Scores

SAT: Month / Year Score: \_\_\_\_  
Critical Reading: \_\_\_\_  
Math: \_\_\_\_

ACT: Month / Year Score: \_\_\_\_  
English \_\_\_\_, Math \_\_\_\_, Reading \_\_\_\_, Science, \_\_\_\_  
G.P.A. \_\_\_\_

## School Officials

School Principal

Parent's Name - Name of School  
Name of Other Principal for Other School - Name of  
School

School Contact: Contact Parent, Title

Date Prepared: Date

<b>Grade 11</b>		
Subject	Grade	Credits
Junior English	A	1
Algebra 1 <sup>4</sup>	B	1
US Government	A	½
Home Economics	A	1
Chemistry/ Lab <sup>2</sup>	B	1
French 2 <sup>4</sup>	A +	1
Business Intern 2 <sup>1</sup>	A +	1
Music Appreciation <sup>4</sup>	A +	1
Media Arts <sup>2</sup>	A +	1
Drivers Ed <sup>3</sup>	A	½

<b>Grade 12</b>		
Subject	Grade (First Semester)	Credits
Senior English <sup>4</sup>	A	1
World View <sup>4</sup>	A	1
Algebra 2 <sup>4</sup>	B	1
Government	A	1/2
Philosophy	A	1
Media Arts 2 <sup>7</sup>	A+	1

Freshman Year G.P.A: 4.00

Sophomore Year G.P.A: 3.91

Junior Year G.P.A: 3.87

Senior Year G.P.A. First Semester Only: 3.85

Unweighted Cumulative High School Grade Point Average on a 4.0 Scale: 3.91

#### Grade Table

A+	=	4.3
A	=	4.0
A-	=	3.7
B+	=	3.3
B	=	3.0
B-	=	2.7
C+	=	2.3

<sup>1</sup> Information Management Specialist for State Farm Agent, Lisa Sams

<sup>2</sup> Working for Kelly's Filmworks on a movie and a television production

<sup>3</sup> Combination of Private Instructor, Class Room and Home Instruction

<sup>4</sup> Taken Through Kentucky Virtual School College NOW Dual Credit program

# Grade 11

## Text Books/Curriculum:

- The Well Educated Mind – A Literature Approach to English
- Algebra 1 an Incremental Development Including Geometry by John Saxon
- Exploring Creation with Chemistry Including Labs by Dr. Jay Wile
- C’Est A’ Toi - French Level 2
- Understanding Music: 4<sup>th</sup> Edition by Jeremy Yudkin
- “God’s World News”: Current Events Newspaper
- Mavis Beacon Typing
- The Bible

## Independent Travel:

Romania for a mission trip. On this trip Christina spent some time working in an Orphanage in Romania, then went into the mountain area to help lead a youth retreat with Romanian teenagers. As part of this trip, she was able to go out into the streets of Bucharest and witness firsthand the people and poverty they suffer.

## Work Experience/Community Service:

- Business Internship (Paid): Information Management Specialist for Lisa Sams, State Farm Agent- This position required Christina to be personally responsible for all information management, storage and retrieval; supplies ordering, bank deposits, customer service, phone service, marketing and advanced computer skills.
- Script Supervisor for Kelly Filmworks Movie: Another Perfect Stranger (Paid) Christina was required to follow the script for continuity and observe the characters placement, inflections, costuming and script for the film.
- Script Supervisor for the Network TV Series: A Perfect Stranger (Paid) Christina was required to follow the script for continuity and observe the characters placement, inflections, costuming and script for the film.
- Babysitting (Paid)
- Backstage Volunteer for The Southeast Easter Pageant, requiring over 100 hours of work for a total audience of 60,000. Included two months of practices and two weeks of performances.

## Awards:

Christina was nominated for and won the “Tomorrow’s Woman Award” from Today’s Woman Magazine.

## Partial High School Reading List

To Kill A Mockingbird	Harper Lee
Uncle Tom's Cabin	Harriet Beecher Stowe
The Portrait of a Lady	Henry James
Washington Square	Henry James
Evangeline	Henry Wadsworth Longfellow
The Day is Done	Henry Wadsworth Longfellow
The Midnight Ride of Paul Revere	Henry Wadsworth Longfellow
The Song of Hiawatha	Henry Wadsworth Longfellow
Quo Vadis	Henryk Sienkiewicz
Quo Vadis	Henryk Sienkiewicz
Moby Dick.	Herman Melville
The Silver Sword	Ian Serrailler
Benjamin Franklin	Ingri and Edgar D'Aulaire
Columbus	Ingri and Edgar D'Aulaire
Leif the Lucky	Ingri and Edgar D'Aulaire
Pocahontas	Ingri and Edgar D'Aulaire
D'Aulaire's Book of Greek Myths	Ingri and Edgar Parin D'Aulaire
Across Five Aprils	Irene Hunt
No Promises in the Wind	Irene Hunt
The Greeks, A Great Adventure	Isaac Asimov
Call of the Wild	Jack London
White Fang	Jack London
Of Courage Undaunted	James Daugherty
The Landing of the Pilgrims	James Daugherty
Emma	Jane Austen
Pride and Prejudice	Jane Austen
The Usbourne Book of the Ancient World	Jane Chisholm/ Anne Millard
A Quiet Strength	Janette Oak
A Searching Heart	Janette Oak
Like Gold Refined	Janette Oak
Love Comes Softly	Janette Oak
Love Finds a Home	Janette Oak
Bully for You, Teddy Roosevelt	Jean Fritz
Archimedes and the Door of Science	Jeanne Bendick
Go Free or Die	Jeri Ferris
Walking the Road to Freedom	Jeri Ferris
Big Annie of Calumet	Jerry Stanley
<a href="#">The Pilgrim's Progress</a>	John Bunyan
First World War	John D. Clare
In Flanders Fields	John McRae
The Pearl	John Steinbeck
Gulliver's Travels	Jonathan Swift
The Life of Washington	Josephine Pollard
Around the World In Eighty Days	Jules Verne

# Request for letters of recommendation

As you may know, [Name] is preparing for a very exciting transition. She will be applying for colleges and scholarships in the next several months. As part of the application process, she will require several letters of recommendation. We are hoping that you will consider writing a letter for her. This letter will have more than one purpose. She will need recommendations simply for admittance. She will be applying for a number of scholarships and will require recommendation letters. This letter may also be included in her “graduation display” for her High School Graduation.

Some of the things you may want to include are:

- Your relationship to [name]
- A summary of your experience with her.
- Her strengths that you have experienced while working with her.
- Whether you would recommend her for college and/or scholarships based on your experience.

It would be best if this letter were typed and signed, but left undated as we will be using this letter over the next year, perhaps for more than one college or scholarship application. It may seem early to be writing these letters since she will not go through commencement until Spring 2008, but many scholarships have much earlier application deadlines and we would like to have these together before the school year begins.

Just to refresh your memory or share some helpful information:

- [name] currently has a \_\_\_\_ GPA
- List any mission trips or service experience
- Work experience (Worked for Company ABC since \_\_\_\_)
- Secondary work experience (Worked for Company XYZ for the summer of her junior year)
- List any entrepreneurial endeavors (Had a bread baking business)

For service projects she has worked for the Louisville Free Public Library, serves meals at a local soup kitchen, sorted canned goods for Dare to Care, washed windows at a nursing home, worked Backstage at the Southeast Easter Pageant for two years, sewed costumes and performed in Journey to Bethlehem, acted as a greeter for the Junior High ministry for three years, worked at a FRED check in operator and station leader for over a year, volunteered as a hospitality worker at Café 920, our church’s coffee shop.

Thank you for your consideration.

# High School Transcript Prepared for (Student Full Name)

## Personal Information

Name: XXXXXXXX  
Female  
Date of Birth: XXXXXXXX  
SSN: XXXXXXXX  
(502) XXXXXXXX

## Parental Information

Parents  
Address  
Louisville, KY 40291  
Phone

## Secondary School Information

Your School Name  
Address  
Louisville, KY 40291  
Phone  
School Code: 969-999

Total Credits: XX

Graduation Date: May 2016

## Test Dates/Scores

ACT at age 14. February 2015 Score: 31  
English 34, Math 27, Reading 32, Science 28  
G.P.A. 4.00  
Unweighted G.P.A. 4.0

## School Officials

School Principal

Parent Name

School Contact: Parent name, Supervising Instructor

Date Prepared: February 23, 2015

<b>Subject</b>	<b>Grade</b>	<b>Credits</b>
Freshman English	A	1
Sophomore English	A	1
Junior English	A	1
English 101 <sup>5</sup>	A	1
English 102 <sup>6</sup>		
Algebra 1	A	1
Algebra 2	A	1
Geometry	A	½
Trigonometry and Pre-Calculus	In process	-
Consumer Math	In Process	-
Home Economics	A	4
History of Medieval World	A	1
History of Ancient World	A	1
History of the Renaissance World	A	1
Government	A	1
Philosophy	A	1
Bible 1	A	1
Bible 2	A	1
Bible 3	A	1
Bible 4	A	-
Understanding the Times	A	3
French 1	A	1
French 2	A	1
Kiswahili 1	A	
Kiswahili 2	A	1
Kiswahili 3	A	1
Chapel Orchestra <sup>6</sup>	A	½
Perspectives World Missions (College level)	A	1
Piano 1	A	1
Piano 2	A	1
Piano 3 and Violin 1 & 2	A	2
C.S. Lewis (Audited at Boyce)	A	1/2
Biology w/lab	A	1
Marine Biology w/lab	A	1
Worldview Analysis <sup>6</sup>		1
Spiritual Disciplines <sup>6</sup>	A	1/2

<sup>5</sup> Taken as a dual credit course through JCTCS

<sup>6</sup> Taken as a dual credit course through Boyce College

# Testing

## Sophomore

**August:** Register for the PSAT- Many high schools in the area offer this test, so call in August to reserve a spot. Some will have extra space for homeschoolers and some will not. CEC offers this testing, as does CAL and Whitefield on a space available basis. They charge a small fee over the cost of the testing. Also, local public schools offer the testing and some allow homeschooled students to test there as well.

**October:** Take the PSAT

## Junior

**August:** Register for the PSAT - Last chance.

**October:** Take the PSAT

**Spring:** Take the ACT or SAT This will be a practice run.

**May:** AP Exams for AP courses

If you want to do dual credit classes or register for a community college, some offer their own testing (For example, JCTCS offers the COMPASS test that you can take any time of year for free) and you may not need the ACT or SAT.

## Senior

**Fall:** ACT or SAT \*Please note most colleges in KY are taking applications in November or December. Having this test score prior to admission will simplify matters and help reduce the stress of the Senior year, so do it sooner rather than later.

Each test has a different focus, and some schools prefer one over the other. Also, if your school will take either, some students do better on one than they do on another.

# Preparing for Standardized Testing

One of the beauties of home schooling is that I get to personalize our education for each child's strengths and weaknesses. Concurrent with that is that our two goals for our homeschool are as follows:

1. Love the Lord, know Jesus and follow him.
2. Be educationally and skillfully prepared for life, including being prepared to enter the workforce or college upon graduation.

This means that each child will begin preparing for college, including taking the tests required for college admittance. I am not a fan of “teaching to the test” which seems prevalent in some schools these days (certainly not all schools do this) but when scholarships are hanging on the line, there is a time and place to carefully consider the steps to maximizing test scores.

For us, it starts with registering for the tests. This takes about 35 minutes the first time, and your student will have to answer a lengthy interest survey. After that, I look at the dates, and choose one where the students can spend about a month preparing. Depending on your child’s schedule, you may need to schedule more time than this.

Next, we purchase a test book. We use the one recommended on the site where you register for the ACT, but we don’t purchase our book there. It’s [cheaper on Amazon](#).

We have the students start by taking a practice exam, timed and in an isolated situation. This may result in your child not actually finishing the exam the first time. Much about this test relates to time management. That’s ok. Score it just like it is, and use the conversion charts in the book to determine their actual scores.

Each week up until the test we have the student read through about 30 pages of the general information in the book, and get help with any missed questions from the practice test. They can start with the detailed answers given in the test book, but if that is not enough, they are to ask whichever parent is the “expert” in the area. For Math, it’s Duncan. For the remaining subjects, it’s me. If we can’t help them, we will likely call another homeschool parent or student we know and get help.

At the beginning of the next week, they retake all of the test again, once again it’s timed and taken as close to the real test as possible. They only get breaks when they really would if they were taking the test. They also use the plain number 2 pencils that are permitted on the actual test. This helps if your child usually uses mechanical pencils, so that on the day of the test, they are not distracted by the pencil. Also, teach your child to use the calculator. If they don’t usually use one, this could actually hurt them on the test.

We do this unless they have a very high score in a particular area- then after the first two or three tests we will stop having them practice that test, saving the time to go over areas where they can improve.

If your child is continually running out of time on a particular section, sit with them and see if there are things you can do to speed up performance on the test.

Using this method, both our homeschool daughters have seen SIGNIFICANT score increases from their original practice tests, and have both scored well enough to qualify for college scholarships.

This is the method we used for the ACT, and we don’t anticipate them taking the SATs this year, since they are not required for their colleges of choice. However, you could easily use a similar method to prepare for that test.

# Dual Credit Classes

Taking classes through a local college that counts as BOTH high school and college credit.

## Things to know

- For most schools, there are a limited number of courses you can take at a time and still be considered dual credit. There may also be a maximum number of dual credit classes an institution will allow you to take. Also, there may be a maximum number you are allowed to transfer. Check all this out at the school level before you put out any money or effort.
- It's substantially cheaper than the same class once they are enrolled in college. For example, English 101 through JCTCS Online was \$100. English 102 through Boyce cost \$250 for a dual credit student. These classes at the regular price are \$1000 each.
- It's a way to introduce homeschooled students to the structure and demands of an outside teacher and class environment while still being at home for most classes. Time management is an important skill.
- Getting some of the basics out of the way while still in high school will help keep some semesters a little lighter in college when the classes are tougher and require more time.
- You can try out a college, get a real feel for how it would be to be there full-time without having to make a huge commitment of money and time.
- You can take classes that may not be offered in your school or homeschool. You can follow your interests in a unique way.

The drawbacks:

- Some classes may not transfer if you decide to go to another college. Choose wisely. We chose some classes that were solely for her education and benefit. We don't care if "Worldview" does not transfer. We want her to take it for her own sake. Orchestra may not be her calling in life, but it is an excellent way to get regular, rigorous practice on violin. English 101 and 102 will transfer to other colleges. We checked.
- Exposure to much older students, conflicting worldviews, questionable literature at a young age.

Some schools that offer dual credit:

- JCTCS (College NOW is the cheapest of their three dual credit programs)
- Boyce College. Caitlyn Blaylock is currently the Dual Credit contact
- University of Louisville
- CEC (Christian Educational Consortium)
- Indiana University Southeast

# General Information on Documentation of a Disability

*Source: <https://louisville.edu/disability/students/documentation-guidelines>*

Documentation to substantiate a disability and support the request for accommodation(s) must be typed on official letterhead of the diagnosing practitioner. The practitioner must be a licensed and/or certified professional who is qualified to diagnose the stated disability. It must be current for the disability. Sufficient and appropriate disability documentation to support the request for accommodation(s) must have the following components:

**Diagnosis:** State the medical or mental health impairment by a recognizable diagnosis; preferably from the ICD or DSM-IV, most recent revisions.

**Date first diagnosed:** Establish an initial date when a diagnosis was made or when the certifying practitioner accepted a previous diagnosis and began treatment or services.

**Names of relevant tests and results:** Establish how the practitioner arrived at the diagnosis; this is especially important when the disability is a learning disability, ADD / ADHD, psychological disability, or other disability diagnosed from the DSM-IV.

**Severity of disability:** Establish the extent to which the disability substantially limits a major life activity.

**Method(s) of current treatment:** Include current use of any medications and possible side-effects which may adversely interfere with clear cognitive functioning; include ability or inability to control symptoms.

**Functional limitations/substantial limitations:** Explain the functional and substantial limitations from the impairment that may adversely affect the individual as a student in college.

**Recommendations:** Make recommendations based on the above functional and substantial limitations for post-secondary academic and physical accommodations to ameliorate the limitations.

A practitioner's recommendation for a specific accommodation does not guarantee the granting of that accommodation. Accommodations provide access to programs and services and are determined on a case-by-case basis. Once a student's documentation of disability is received, qualified University personnel, who have the knowledge of the professionally accepted criteria for diagnosing specific disabilities, evaluate the documentation to determine its validity. If a student does not have current documentation, the Disability Resource Center will provide referral information.

At the discretion of the appropriate Coordinator or Director of the Disability Resource Center, accommodations may be granted and provided for a limited time span with incomplete, outdated, or limited documentation. This decision is determined on a case-by-case basis.