

# Homeschool Information

The State of Arizona requires that an **Affidavit of Intent to Home School**, along with a photocopy of the student's certified birth certificate, must be filed with the County Superintendent of Schools Office.

**The Affidavit** may be obtained at your local School District Office. It is also available online at the Mohave County Website or through the mail by calling the Mohave County Educational Service Center at (928) 753-0747.

**PLEASE NOTE:**

For further information on home schools, support groups, recommended book lists, curriculum resources, and on-line schools, please check the internet.

## Prospective Home School Parent:

When choosing a method of education for your child, please be aware of the differences between Home Schooling and Online Schooling within the State of Arizona.

With traditional home schooling:

You are required to complete a Home School Affidavit of Intent and file it, along with a certified copy of your child's birth certificate, with the Office of the County Superintendent of Schools.

You are 100% responsible for your child's education.

You are your child's teacher.

You will be the one to choose your child's curriculum and implement it in your home.

You must purchase the necessary books, as the state cannot reimburse home schooling expenses in any way.

No homework is collected or graded, no testing is done, and no credit is given for home schoolwork. The time and effort that you and your child put forward may not be recognized by the school districts. If you decide to re-enroll the student in the traditional public/private school, the school will test the student for placement at that time. They are not obligated to advance your child to the next grade.

A student who continues with home schooling through high school will not get a diploma from a school as there is no school involved. Arizona does not provide official transcripts or diplomas for homeschooled students. Students can receive diplomas through homeschool curriculum providers, homeschool groups or organizations, or from their parents or guardians.

With online schooling:

You should NOT complete the Home School Affidavit of Intent. Instead, you use the internet to contact the online school and follow their registration requirements. Most online schools are free public schools and will notify the state that the student is being educated.

They do assign homework, test and give credits, which are, in general, transferable if the student returns to the traditional school system.

If a student continues with the online method of schooling through the 12<sup>th</sup> grade, an actual diploma is issued by that school if all graduating criteria are met.





## MOHAVE COUNTY EDUCATIONAL SERVICE CENTER

PO BOX 69  
[www.mohave.gov](http://www.mohave.gov)

700 WEST BEALE STREET  
PHONE (928) 753-0747

KINGMAN, ARIZONA 86401  
FAX (928) 718-4958

DATE: December 7, 2011  
TO: Persons Interested in Home Schooling  
FROM: John D. Warren, Mohave County School Superintendent  
RE: Home Instruction Policies and Procedures

---

In order for us to be fully supportive of your desire to instruct your child at home, we have put together a policy and procedures packet to assure your compliance with the law.

### **STATUTORY REQUIREMENTS**

The laws which establish the criteria for any parent/legal guardian who may wish to educate their children in their own home may be found in Arizona Revised Statutes 15-745 and 15-802, which require in part that:

The person who has custody of the child shall file an Affidavit of Intent with the County School Superintendent within 30 days from the time the child begins to attend home school.

The child **must** be instructed in at least the subjects of reading, grammar, mathematics, social studies and science.

### **ARS 15-802: Affidavit of Intent**

File a separate Affidavit of Intent for each child 6-16 years of age with the Mohave County School Superintendent's office within 30 days from the time the child begins to attend home school.

When completed, send or bring the signed and notarized Affidavit of Intent, along with a **certified copy of the child's birth certificate** to the Mohave County School Superintendent's office. Parent/legal guardian will receive a copy after the affidavit is processed. A copy will also be sent to the school district of your residence.

**NOTE:** According to ARS 15-802(B), if you do not desire to have your 6-to-8 year old child attend school, you **must** notify the Mohave County School Superintendent in writing. Please include in the letter your child's full name, date of birth, parent/legal guardian's name, address and notarized signature with a statement that your child has not reached 8 years of age by September 1st of the school year, and you do not desire to have your child attend school. Home schooling affidavit requirements must be met in the school year that a child reaches the age of 8 by September 1<sup>st</sup>.

### **ARS 15-828(B): Certified Birth Certificate**

Arizona Revised Statutes 15-828(B) requires that any parent or legal guardian of a child instructed at home submit with their affidavit, or within 30 days after home instruction begins, one of the following to the Mohave County School Superintendent's Office:

1. A certified copy of the pupil's birth certificate.

2. Other reliable proof of the pupil's identity and age, including the pupil's baptismal certificate, an application for a Social Security number, or original school registration records, and an affidavit explaining the inability to provide a certified copy of the birth certificate.

### **ARS 15-802(A): Curriculum Requirements**

The child must be instructed in at least the subjects of reading, grammar, mathematics, social studies, and science. It is a good idea to obtain a skills list for the child's grade level to use as a general guide. Schools skills lists may be obtained from the local public school by contacting that school's office. The parent/guardian is responsible for creating and choosing a program suited for the child. It may be helpful to network with a home school support group. A list of local home schooling support groups is included in this packet. If a child has special needs, parents are encouraged to make sure any special education services are provided by the local school district or a private professional.

### **ARS 15-745: Student Testing**

The office of the Mohave County School Superintendent is NOT responsible for administering any type of testing.

### **Certificates/Diplomas**

Eighth grade promotion certificates and/or high school diplomas are NOT issued by the Mohave County School Superintendent for students instructed at home.

Arizona has no mandatory state-wide graduation requirements specifically imposed on homeschooled students in order to receive a high school diploma under Arizona laws. Parents issue their own diplomas. These have the same legal equivalence as any public school or private school issued diploma under Arizona laws.

### **Re-Entering Public School**

Grade level placement of home instructed students is dependent upon school district policy and usually includes parental input. Parent/legal guardian should discuss credits applicable to high school graduation upon entering a public high school **prior** to enrollment. The number of such credits accepted toward high school graduation will depend on the high school district involved. The policies of any public school district can and should be reviewed by the parent/legal guardian **prior** to removing the child from school.

Parent/legal guardian should investigate the entrance requirements of those colleges the home instructed student is interested in attending.

### **Updating Student Information**

Please notify the Mohave County School Superintendent within 30 days if your home instructed child is enrolled in a public or private school. The child's file will then be inactivated. Another Affidavit of Intent **must** be filed if the child resumes home schooling.

Report any changes in addresses or phone numbers in a timely manner.

### **15-745: Children Instructed At Home; Prohibition**

- A. Nothing in this article shall be construed to require the testing of children who are instructed in a home school program while they are receiving home school instruction.
- B. A child who enrolls in a kindergarten program or grades 1 through 12 after receiving instruction in a home school program shall be tested pursuant to this article in order to determine the appropriate grade level for the educational placement of the child.

### **15-802: School Instruction; Exceptions; Violations; Classifications; Definitions**

- A. Every child between the ages of 6 and 16 years of age shall attend a school and shall be provided instruction in at least the subjects of reading, grammar, mathematics, social studies and science. The person who has custody of the child shall choose a public, private, charter or home school as defined in this section to provide instruction.
- B. The parent or person who has custody shall do the following:
  - 1. If the child will attend a public, private or charter school, enroll the child in, and ensure that the child attends a public, private or charter school for the full time school is in session. If a child attends a school which is operated on a year-round basis, the child shall regularly attend during school sessions that total not less than 175 school days, or the equivalent as approved by the superintendent of public instruction.
  - 2. If the child will attend a private school or home school, file an Affidavit of Intent with the Mohave County School Superintendent stating that the child is attending a regularly organized private school or is being provided with instruction in a home school. The Affidavit of Intent shall include:
    - (a) The child's name
    - (b) The child's date of birth
    - (c) The current address of the school the child is attending
    - (d) The names, telephone numbers, and addresses of the persons who currently have custody of the child.
  - 3. If the child will attend home school, the child has not reached 8 years of age by September 1st of the school year, and the person who has custody of the child does not desire to begin home instruction until the child has reached 8 years of age, file an Affidavit of Intent pursuant to subsection B, paragraph 2 stating that the person who has custody of the child does not desire to begin home school instruction.
- C. An Affidavit of Intent shall be filed within 30 days from the time the child begins to attend a private school or home school and is not required thereafter unless the private school or the home school instruction is terminated and then resumed. The person who has custody of the child shall notify the Mohave County School Superintendent within 30 days of the termination that the child is no longer being instructed at a private school or a home school. If the private school or home school instruction is resumed, the person who has custody of the child shall file another Affidavit of Intent with the Mohave County School Superintendent within 30 days.
- D. A person is excused from the duties prescribed by subsection A or B of this section if any of the following are shown to the satisfaction of the school principal or the school principal's designee:
  - 1. The child is in such physical or mental condition that instruction is inexpedient or impracticable.
  - 2. The child has completed the high school course of study necessary for completion of grade 10 as prescribed by the State Board of Education.
  - 3. The child has presented reasons for nonattendance at a public school which are satisfactory to the school principal or the school principal's designee. For purposes of this paragraph, the principal's designee may be the school district governing board.
  - 4. The child is over 14 years of age and is, with the consent of the person who has custody of him, employed at some lawful wage earning occupation.
  - 5. The child is enrolled in a work training, career education, vocational or manual training program which meets the educational standards established and approved by the Department of Education.
  - 6. The child was either:

- (a) Suspended and not directed to participate in an alternative education program.
- (b) Expelled from a public school as provided in article 3 of this chapter.

7. The child is enrolled in an education program provided by a state educational or other institution.

E. Unless otherwise exempted in this section or 15-803, a parent or custodian of a child between 6 and 16 years of age who does not provide instruction in a home school and who fails to enroll or fails to ensure that child attends a public, private or charter school pursuant to this section is guilty of a Class 3 misdemeanor. A parent who fails to comply with the duty to file an Affidavit of Intent to provide instruction in a home school is guilty of a petty offense.

F. For the purposes of this section:

- 1. "Home School" means a school conducted primarily by the parent, guardian, or other person who has custody of the child, or instruction provided in the child's home.
- 2. "Private school" means a nonpublic institution, other than the child's home, where academic instruction is provided for at least the same number of days and hours each year as a public school.

#### **15-802.01: Children Instructed at Home; Eligibility to Participate in Interscholastic Athletic Competition**

A. Notwithstanding any other law, a child who resides within the attendance area of a public school and who is instructed at home shall be allowed to try out for interscholastic activities on behalf of the public school in the same manner as a pupil who is enrolled in that public school. Registration, age eligibility requirements, fees, insurance, transportation, physical condition, qualifications, responsibilities, event schedules, standards of behavior, and performance policies for home schooled students shall be consistent with those policies established for students enrolled in that public school. The individual providing the primary instruction of a child who is instructed at home shall submit written verification that provides:

- 1. Whether the student is receiving a passing grade in each course or subject being taught.
- 2. Whether the student is maintaining satisfactory progress towards advancement or promotion.

B. A child who is instructed at home and who was previously enrolled in a school shall be ineligible to participate in interscholastic activities for the remainder of the school year during which the child was enrolled in a school.

C. A school district shall not contract with any private entity that supervises interscholastic activities if the private entity prohibits the participation of children instructed at home in interscholastic activities at public, private or charter schools.

#### **15-828: Birth Certificate; School Records; Exception**

A. On enrollment of a pupil for the first time in a particular school district or private school offering instruction to pupils in any kindergarten programs or grades 1 through 12, that school or school district shall notify the person enrolling the pupil in writing that within 30 days he must provide one the following:

- 1. A certified copy of the pupil's birth certificate.
- 2. Other reliable proof of the pupil's identity and age, including the pupil's baptismal certificate, an application for a social security number, or original school registration records, and an affidavit explaining the inability to provide a copy of the birth certificate.
- 3. A letter from the authorized representative of an agency having custody of the pupil pursuant to Title 8, Chapter 2, certifying that the pupil has been placed in the custody of the agency as prescribed by law.

C. On presentation of a document pursuant to this section, a photocopy of the document shall be placed in the pupil's file and the document that is presented shall be returned.

- D. On the failure of a person enrolling a pupil or instructing a child at home to comply with subsection A or B of this section, the school, school district, or Mohave County School Superintendent shall notify that person in writing that, unless he complies within 10 days, the case shall be referred to the local law enforcement agency for investigation. If compliance is not obtained within the 10-day period, the school, school district, or Mohave County School Superintendent shall refer the case to the local law enforcement agency.
- E. The school, school district, or Mohave County School Superintendent shall immediately report to the local law enforcement agency any affidavit received pursuant to this section which appears inaccurate or suspicious in form or content.
- F. Within 5 school days after enrolling a transfer pupil from a private school or another school district, a school shall request directly from the pupil's previous school a certified copy of the pupil's record. The requesting school shall exercise due diligence in obtaining the copy of the record requested. Notwithstanding any financial debt owed by the pupil, any school requested to forward a copy of a transferring pupil's record to the new school shall comply and forward the record within 10 school days after receipt of the request unless the record has been flagged pursuant to 15-829. If the record has been flagged, the requested school shall not forward the copy and shall notify the local law enforcement agency of the request. School districts shall include in the educational records required by this subsection data collected pursuant to 15-741 and 15-766, as prescribed by the State Board of Education.
- G. Any disclosure of the educational records by the school district or charter school shall comply with the family educational rights and privacy act of 1974 (20 United States code 1232g).
- H. The provisions of this section do not apply to homeless pupils as defined in 15-824, subsection C.

# **Summary of the Arizona Home School Law**

**IMPORTANT:** *The following summary does not constitute a legal opinion.*

If you desire to start home schooling and your child is 6 years of age as of September 1<sup>st</sup> or is less than 16 years of age, then proceed with the following.

1. File an Affidavit of Intent to Home School, along with a copy of the child's certified birth certificate, with the County School Superintendent's Office within 30 days of starting home schooling.
  - The affidavit should include the child's full name, date of birth, full address including ZIP code, phone number, and full name(s) of custodial parent(s).
  - If you do not wish to begin formal education until 8 years of age, note this on the home school affidavit.
2. Provide instruction in reading, grammar, mathematics, social studies and science.
3. Notify the County School Superintendent's Office within 30 days of terminating school (if applicable).
4. Home schooled children returning to the public school system shall be tested by the school to determine their appropriate grade level.
5. Home schooled children who reside within the attendance area of a school shall be allowed to try out for participation in interscholastic athletic competition on behalf of the school.

**NOTE:** Arizona Families for Home Education (AFHE) and Hualapai Hills Home Schoolers (HHHS) recommend that all parents/guardians review the Arizona State statutes prior to submitting your affidavit. Go to the Arizona Families for Home Education (AFHE) website and click on the AZ Law. You will find a link to the state website.





# HOMESCHOOL FREQUENTLY ASKED QUESTIONS

## ***Q. When do I have to register?***

### **A. According to Arizona Revised Statutes (ARS) 15-802:**

Section C. An affidavit of intent shall be filed within thirty days from the time the child begins to attend a private school or home school and is not required thereafter unless the private school or the home school instruction is terminated and then resumed. The person who has custody of the child shall notify the county school superintendent within thirty days of the termination that the child is no longer being instructed at a private school or a home school. If the private school or home school instruction is resumed, the person who has custody of the child shall file another affidavit of intent with the county school superintendent within thirty days.

## ***Q. How do I register?***

### **A. ARS 15-802 states:**

Section 2. If the child will attend a private school or home school, file an affidavit of intent with the county school superintendent stating that the child is attending a regularly organized private school or is being provided with instruction in a home school. The affidavit of intent shall include:

- (a) The child's name.
- (b) The child's date of birth.
- (c) The current address of the school the child is attending.
- (d) The names, telephone numbers and addresses of the persons who currently have custody of the child.

Please also refer to ARS 15-828 for proof of birth requirements:

Section B. If a child is instructed at home pursuant to section 15-802, the person who has custody of the child shall, within thirty days after the home instruction begins, provide to the county school superintendent of the county in which the child resides one of the following:

1. A certified copy of the child's birth certificate.
2. Other reliable proof of the child's identity and age, including the child's baptismal certificate, an application for a social security number or original school registration records AND an affidavit explaining the inability to provide a copy of the birth certificate.

Both the Affidavit of Intent AND the proof of birth need to be submitted to the Mohave County Superintendent of Schools' Office in order for the student to be registered as a home-schooled student. We cannot accept photocopied birth certificates.

## ***Q. What do I do if I move?***

**A.** If you move out of Mohave County you will need to submit a pupil withdrawal form so your record of home schooling in this County may be removed.

# HOMESCHOOL FREQUENTLY ASKED QUESTIONS

## **Q. Are the records kept confidential?**

A. Yes. Any requests for copies of Affidavits must be done in writing by the parent or person who has custody of the child.

## **Q. Where can I get a certified birth certificate?**

A. Certified birth certificates can be obtained from the Department of Vital Records. You may find Vital Records Information for Arizona on the following website:

<https://www.vitalchek.com/v/vital-records/arizona>.

For birth certificates outside of Arizona, you can go to the following website:

<https://www.vitalchek.com/v/>.

## **Q. Where do I get books/curricula?**

A. Look for school supply venues in your community and/or view our Home School Resource Directory for support groups and other resources that may help guide you in your curriculum development process.

## **Q. Can my child take a course at a public school?**

A. Contact the school district office of your residence to get their policies on accepting home schooled students into certain courses, and any requirements that may be expected.

## **Q. How does my child get a high school diploma/GED?**

A. *A.R.S. §1-701 states:*

Diplomas; transcripts; recognition. This state, any political subdivision or agency of this state and any other governmental entity shall recognize and treat all diplomas and transcripts associated with schooling options as described in section A.R.S. § 15-802 in the same manner. School districts may evaluate the transcripts of transfer students for the assignment of credit pursuant to section A.R.S. §15-701.01.

Arizona does not provide official transcripts or diplomas for homeschooled students. Students can receive diplomas through homeschool curriculum providers, homeschool groups or organizations, or from their parents or guardians.

For information on the Arizona High School Equivalency Diploma visit the Arizona Department of Education's website.

<https://www.azed.gov/adultedservices/high-school-equivalency/services>

For GED information, please call the Arizona Department of Education's GED information line at 602-258-2410 ext. 222.

## **Q. What about required testing?**

A. In reference to ARS 15-745:

Section A. Nothing in this article shall be construed to require the testing of children who are instructed in a home school program while they are receiving home school instruction.

# HOMESCHOOL FREQUENTLY ASKED QUESTIONS

**Q. *What if my child has special needs or requires special education?***

**A.** Refer to ARS 15-763:

Section D. If federal monies are provided to a school district or a charter school for special education services to home schooled or private schooled pupils, the school district or charter school shall provide the services to both the home-schooled pupils and the private schooled pupils in the same manner.