

Procedures to Register Non-Traditional Students

For all students:

- Verify age, see Bylaw 9.6.4*; make sure you see an ORIGINAL document not a copy
- Verify the date entered 9th grade for the first time (if applicable), see Bylaw 9.5.1*
- Determine transfer status (if applicable), see Bylaw 9.3*

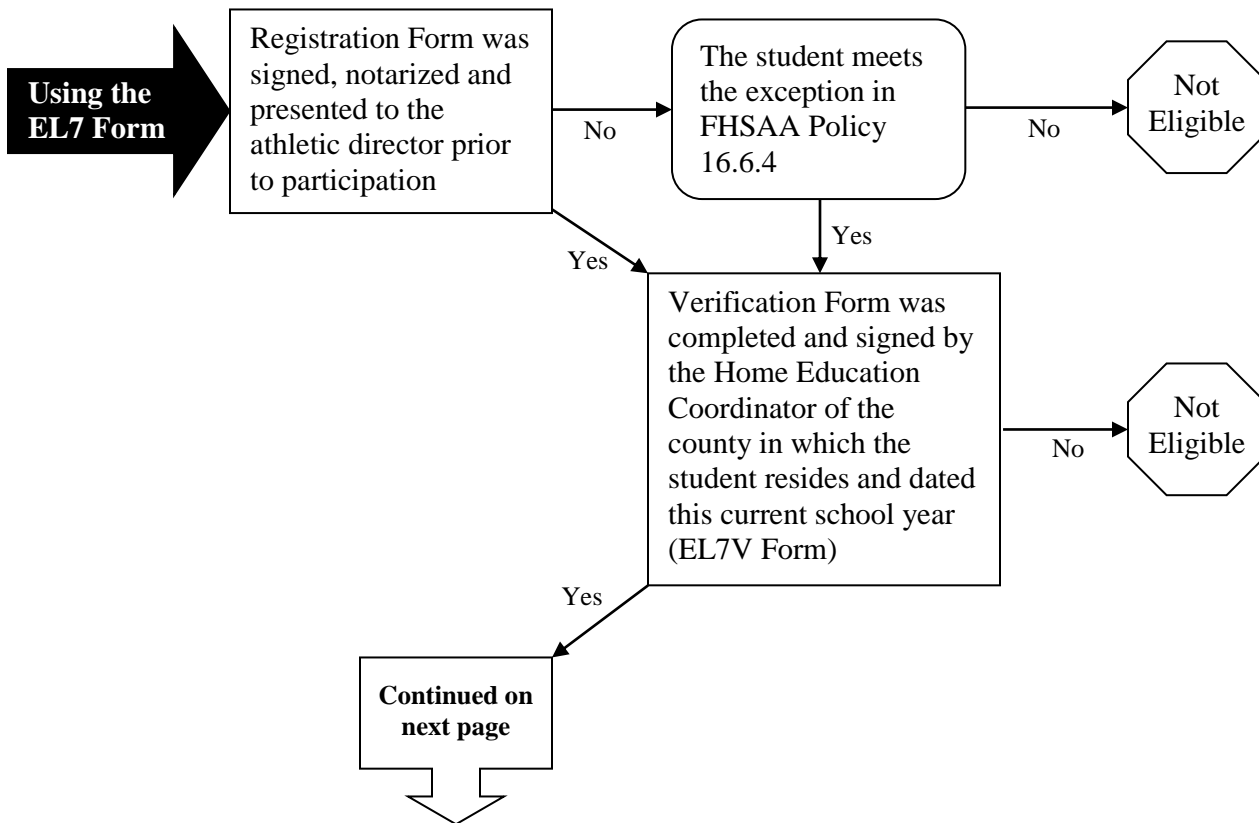
(* reference the FHSAA Handbook)

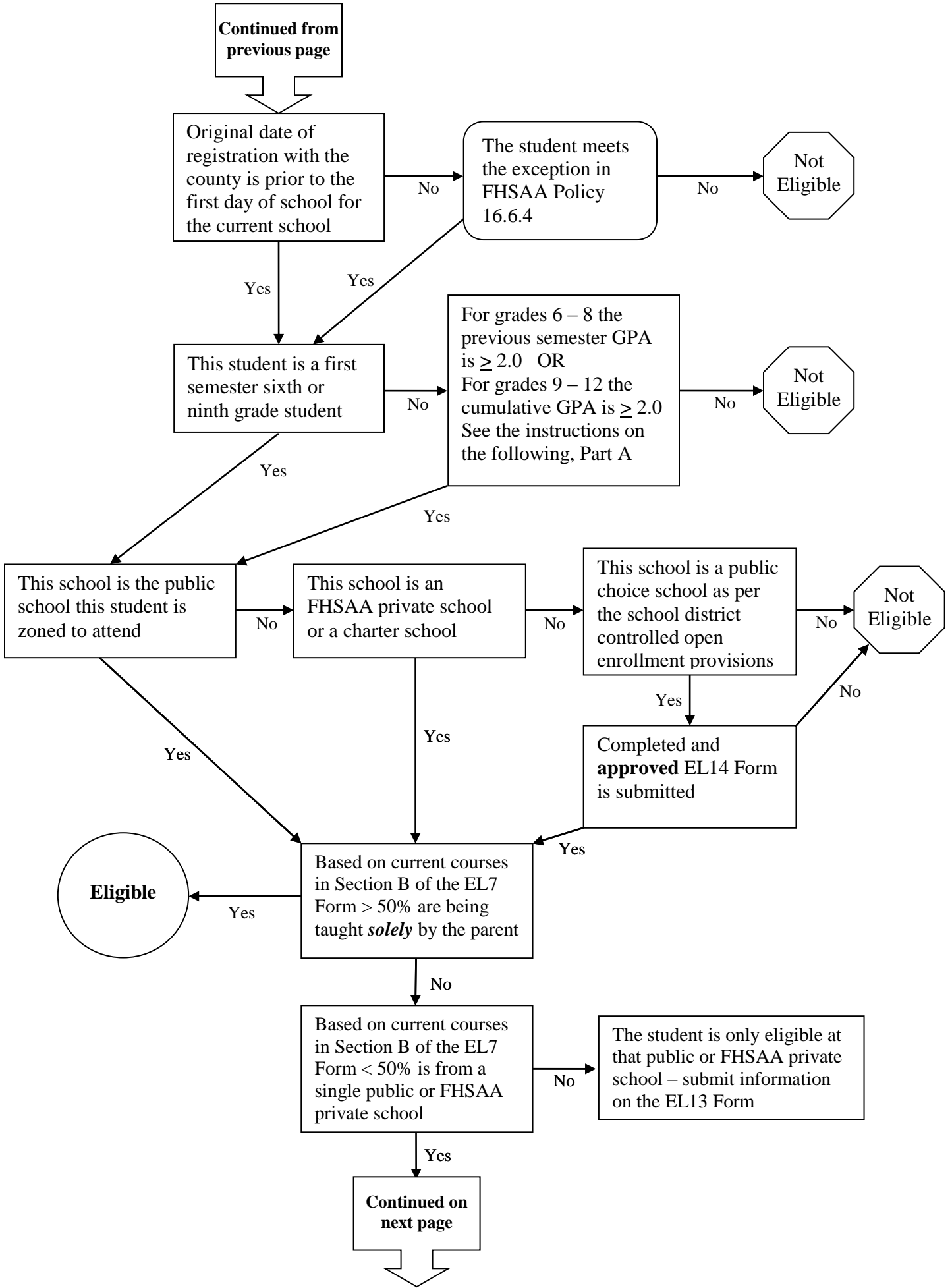
Each of the types of students below will not physically attend your school but desire to participate in athletics for your school and by Florida state statutes or FHSAA Bylaws have the right to try out for positions on your athletic teams.

I. Home Education Students – These student must be registered with the Home Education Office of the school district (County) in which they reside. As per § 1006.15(3)(c), Florida Statutes, these students are eligible to participate at:

- The public school the student would be assigned according to district school board attendance area policies (i.e. zoned school); or
- The public school (including a charter school) the student could choose to attend pursuant to § 1002.31, Florida Statutes (Controlled Open Enrollment provisions), provided the deadlines and requirements established in the provisions are met by the student (EL14 Form Required); or
- A Home Education Cooperative; or
- Any private school.

The student/parent must complete and submit a separate registration form (EL7 Form). Follow the following flowchart:





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Original date of registration with the county is prior to the first day of school for the current school

The student meets the exception in FHSAA Policy 16.6.4

Not Eligible

This student is a first semester sixth or ninth grade student

For grades 6 – 8 the previous semester GPA is ≥ 2.0 OR For grades 9 – 12 the cumulative GPA is ≥ 2.0 See the instructions on the following, Part A

Not Eligible

This school is the public school this student is zoned to attend

This school is an FHSAA private school or a charter school

This school is a public choice school as per the school district controlled open enrollment provisions

Not Eligible

Completed and approved EL14 Form is submitted

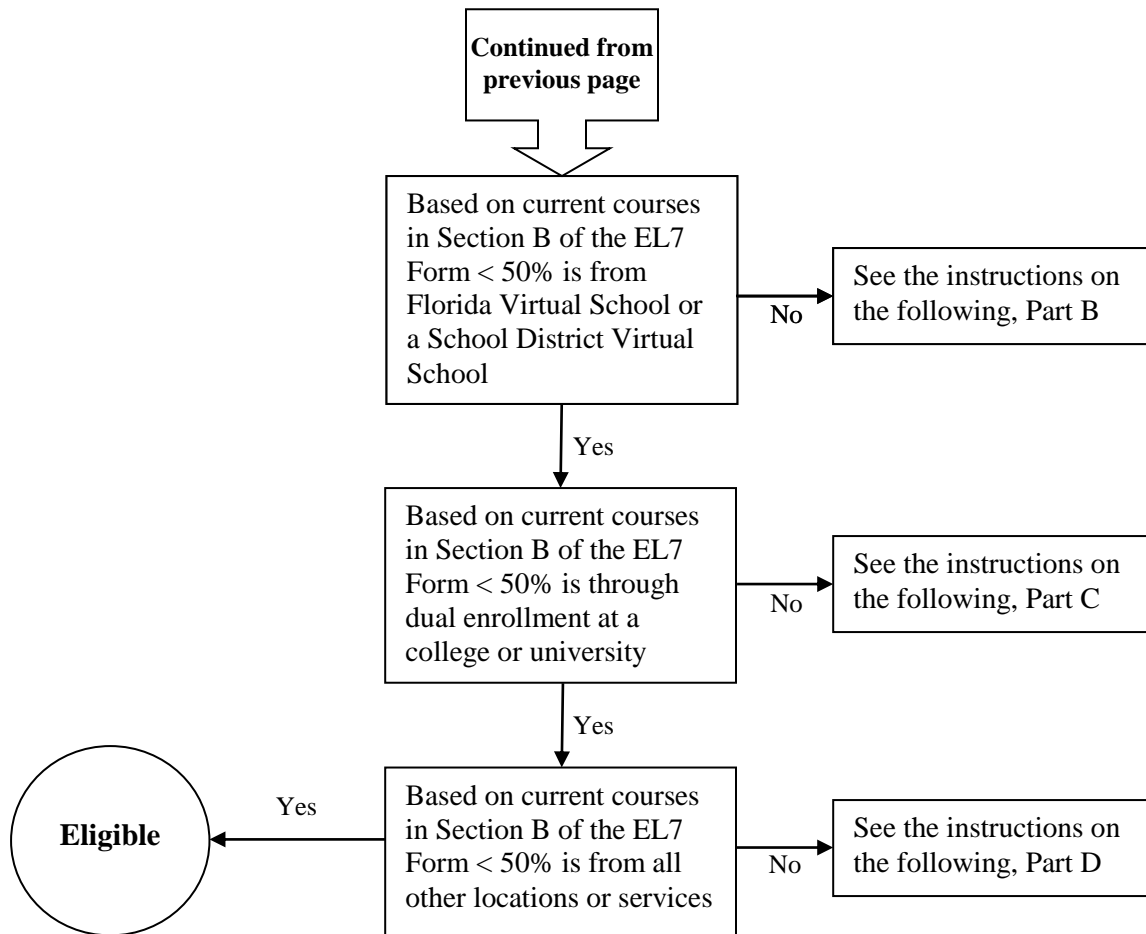
Eligible

Based on current courses in Section B of the EL7 Form $> 50\%$ are being taught *solely* by the parent

Based on current courses in Section B of the EL7 Form $< 50\%$ is from a single public or FHSAA private school

The student is only eligible at that public or FHSAA private school – submit information on the EL13 Form

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Additional Instructions

Part A – Determining GPA

1. Students in Grades 6 – 8
 - a. Student entering their first semester of 6th grade are not required to provide any previous grades.
 - b. Following the student’s first semester in 6th grade through the 8th grade, the student/parent is required to provide grades for the pervious semester either through an official transcript for those students who attended a public or private school the previous semester or an EL9 Form if the student was home educated the previous semester.
 - c. Based on the unweighted grades earned by the student, the semester GPA must be calculated by taking the sum of quality points earned (as per Bylaw 9.4.2, i.e. A=4 pts., B=3pts., etc.) divided by the number of credits attempted during that semester. This quotient is not rounded off and must be greater than or equal to 2.0.
 - d. Do not rely on the parent for this calculation, do the calculations yourself.

2. Students in Grades 9 – 12
 - a. Student entering their first semester of 9th grade are not required to provide any previous grades.
 - b. Following the student’s first semester in 9th grade through the 12th grade, the student/parent is required to provide grades for the pervious semester and previous school years (if applicable) either through an official transcript for those students who attended a public or private school previously or a home school “High School Record” (a sample is provided in the EL7 documentation available online) if the student was home educated previously (if the “High School Record” reflects that a student attended a public or private school a previous semester of school year, an official transcript from that school must be provided) or an EL9 Form for student completing the first semester of a school year as a home education

student. Also, the student must have been attending school (including home education) and received final grades for the previous two semesters (Bylaw 9.4.1.3)

- c. Based on the unweighted grades earned by the student, the cumulative GPA will be calculated at the end of the first semester, including high school level grades earned while in grades 6 – 8, and the end of the school year by taking the sum of all quality points earned (as per Bylaw 9.4.2, i.e. A=4 pts., B=3pts., etc.) divided by the number of all credits attempted since the student began taking senior high school level courses. This quotient is not rounded off and must be greater than or equal to 2.0.
- d. Grades earned through home education **cannot** be used for “Grade Forgiveness” for any grades previously earned.
- e. Do not rely on the parent for this calculation, do the calculations yourself.

Part B – Florida Virtual School/District Virtual School

1. If the form indicates 100% FLVS or Dist. VS, ask if the student is enrolled in FLVS Full Time Program (i.e. they will receive a diploma from FLVS). If yes, then the student is eligible as a FLVS-FT Public Program student (see V below), submit the EL13 Form.
2. If the number is greater than or equal to 50%, then request the parent to log on to FLVS, go to “Student Records”, from the drop down menu choose, “Cum. Academic Report” (see below), print and submit the report to you. From the report:
 - a. “A” below **must** indicate “Home Schooled....” followed by the name of the county in which the student resides.
 - b. “B” below **may** indicate Florida Virtual School or the District Virtual School name.
 - c. “C” below will list the courses the student has requested or is currently enrolled in; the second column, “Virtual School Name”, **must** indicate “FLVS” in a majority of the courses. If yes, then the student is eligible, submit the EL13 Form. If not, call the FHSAA.

Michael L Colby		
Primary Phone Email Student ID 8105522 Gender Male Date of Birth: 12/17/199	A District: <u>Alachua</u> Physical School: <u>Home Schooled Alachua</u> School Phone: (952) 955-7355 Graduation Date: Spring, 2014 Grade Level: 9	Parent/Guardian: Michael L Colby Primary Phone Email
B Virtual School: <u>Florida Virtual School</u>		
Student Records Cumulative Academic Report		
Course Requests No Items to Display	C	
Current Course Enrollments No Items to Display		
Completed Course Transcripts No Items to Display	Print UnOfficial Transcript	View/Print UnOfficial Transcript Field Definitions
Drops / Attempts No Items to Display		
Incomplete Course Requests No Items to Display		
Assessments No Items to Display		

Part C – Dual Enrollment

Home education students are permitted dual enrollment opportunities through state statutes (1007.271 F.S.); however certain requirements must be met.

1. Ask the parent if they have an Articulation Agreement with the college or university. This is not a requirement of all home educated, dual enrolled students, however if they have such an agreement then the student is eligible, submit the EL13 Form (a sample agreement can be found at <http://www.flhef.org/pdf/TechassistPaperDualEnrollment.pdf>)
2. If there is no Articulation Agreement, contact the college or university:
 - a. Verify that the student is registered with the college or university as a home education student; and
 - b. Verify that the student is responsible for their own transportation, textbooks and instructional materials; and
 - c. Verify that the student is not registered at any public or private school, in name only, and receiving credit at any public or private school for any courses taken at the college or university.

Once each of the above have been verified, the student will be eligible, submit the EL13 Form.

Part D – Other Locations and Services

Home education parents have numerous avenues they can choose to use to help educate their child(ren). Among these are: correspondence schools, online services, “600, umbrella” private schools, tutors, etc. The problem arises when a parent uses solely certain of these other sources 50% or more of the time. If the parent is using one of the following services 50% or more of the time for the education of their child(ren) they must identify the location of the service and provided the service meets the criteria listed below the student is eligible, submit the EL13 Form, otherwise the student is not eligible.

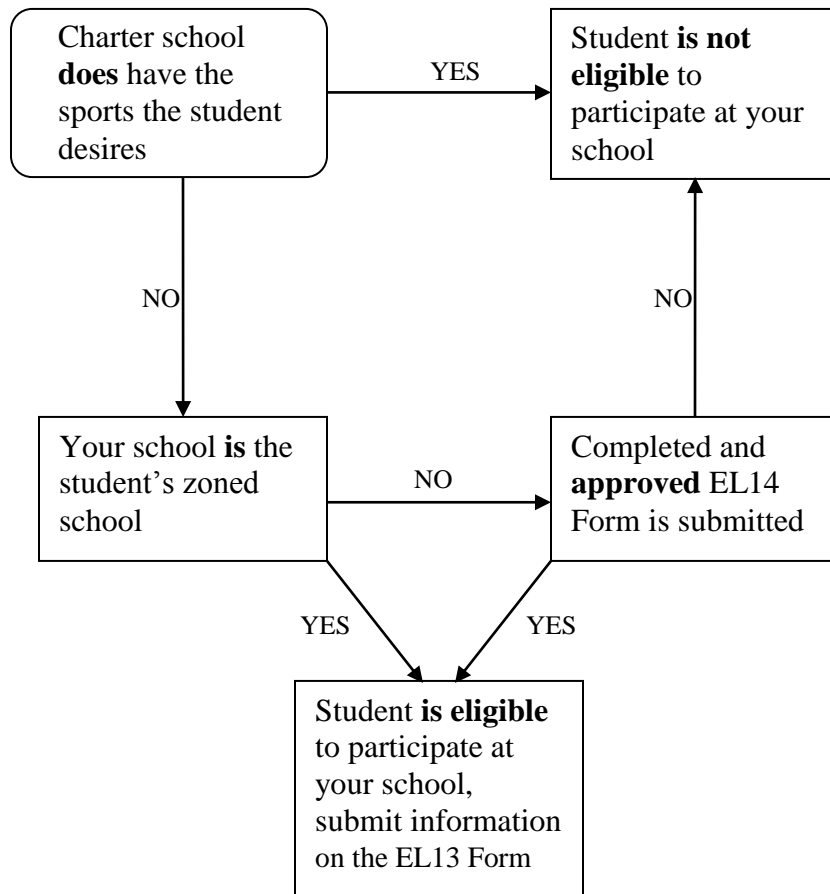
1. **CORRESPONDENCE SCHOOLS** – a correspondence school in one which the school sends material to the parent for the student to study and the material is submitted back to the school for evaluation. This is an acceptable service, provided the correspondence school **is located out-of-state** with the exception of *A Beka Academy*.
2. **ONLINE SERVICES** – an online service is one in which the student complete his/her studies via a computer and the studies are evaluated based on the work complete via the computer. This is an acceptable service, provided the online service **is located out-of-state** with the exception of Florida Virtual School (see Part B).

PRIVATE SCHOOLS registered with the Florida Department of Education, including “600, umbrella” schools – these schools are acceptable provided less than 50% of the courses are being taken through a single one of these schools. To check to see if the private school is registered with the Florida Department of Education you will need to know the county in which the school is located (it may not necessarily be in the county in which the student resides or even a neighboring county) and you can look the school up at www.floridaschoolchoice.org/Information/PrivateSchoolDirectory/.

II. Charter School Students – these students will be attending a charter school in your school district which does not offer an athletic program or a particular sport. As per s. 1006.15(3)(d), Florida Statutes, these students are eligible to participate at:

- The public school the student would be assigned according to district school board attendance area policies (i.e. zoned school); or
- The public school (including a charter school) the student could choose to attend pursuant to § 1002.31, Florida Statutes (Controlled Open Enrollment provisions), provided the deadlines and requirements established in the provisions are met by the student (EL14 Form Required).

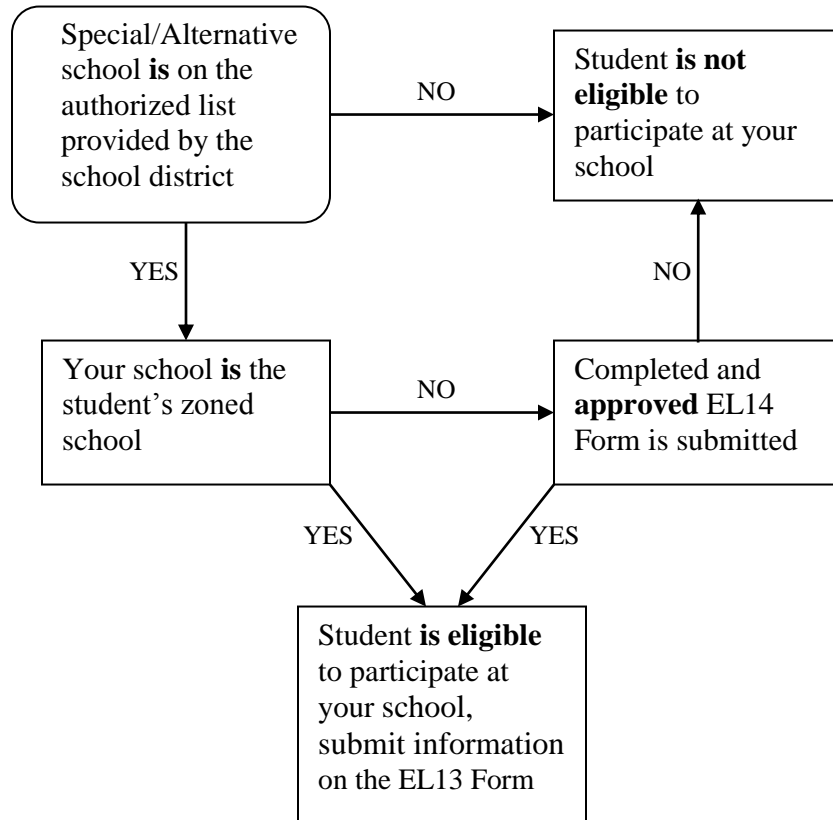
There is no student registration form for these students to complete. Follow the following flowchart:



III. Special/Alternative School Students – these students will be attending a special or alternative school in your school district which does not offer an athletic program. As per FHSAA Bylaw 9.2.2.4, these students are eligible to participate at:

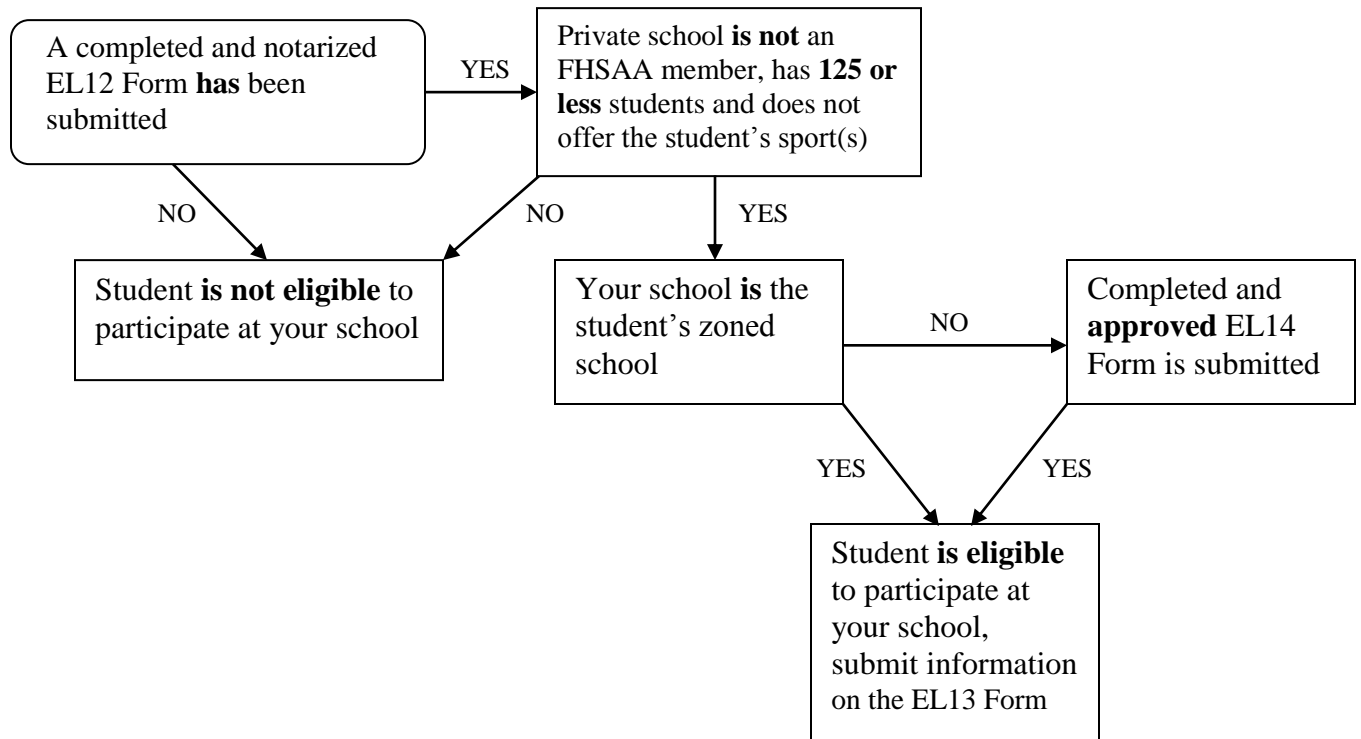
- The public school the student would be assigned according to district school board attendance area policies (i.e. zoned school); or
- The public school (including a charter school) the student could choose to attend pursuant to § 1002.31, Florida Statutes (Controlled Open Enrollment provisions), provided the deadlines and requirements established in the provisions are met by the student (EL14 Form Required).

There is no student registration form for these students to complete. Follow the following flowchart:

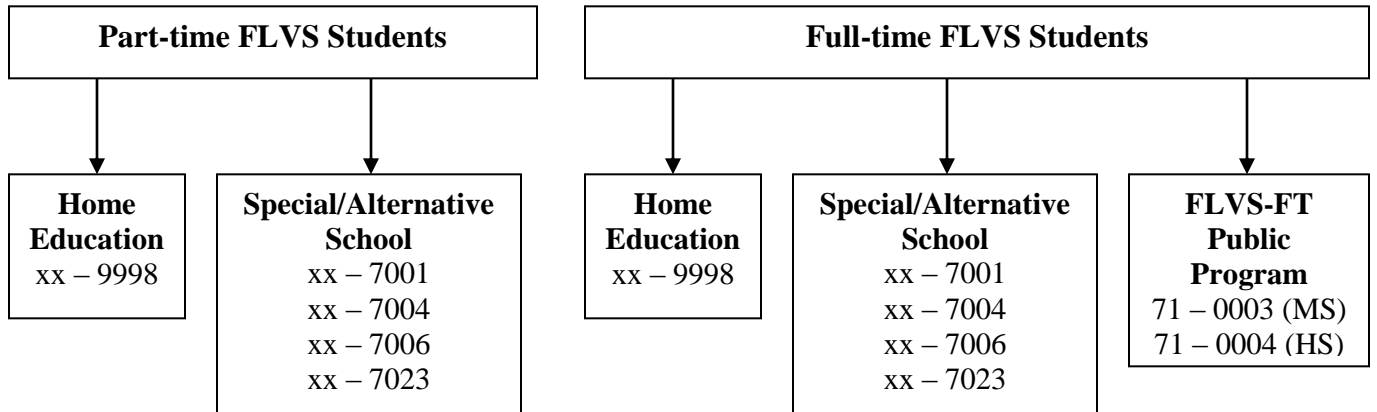


IV. Non-Member Private School Students – these students must be attending a non-FHSAA member private school with no more than 125 students in the equivalent grade levels of the public school and that does not offer the sport(s) in which the student would like to participate. As per s. 1006.15(8)(a-g), Florida Statutes, these are eligible to participate at:

- The public school the student would be assigned according to district school board attendance area policies (i.e. zoned school); or
- The public school (including a charter school) the student could choose to attend pursuant to § 1002.31, Florida Statutes (Controlled Open Enrollment provisions), provided the deadlines and requirements established in the provisions are met by the student (EL14 Form Required).



V. **Florida Virtual School Students** – These students are enrolled in Florida Virtual School (FLVS) either full time or part-time and can be classified as Home Education, Special/Alternative School or FLVS-FT students. Depending on the type of non-traditional student, the student/parent may need to complete and submit a separate registration form. Each student that is registered in any fashion with FLVS is assigned a school number (this is also true of all public school students) by the Florida Department of Education. The school number is six (6) digits; a two (2) digit county number (i.e. 01 for Alachua County, 13 for Miami-Dade County, 48 for Orange County, etc.), a dash and a four (4) digit school district school number (i.e. 13 – 7131). The following will assist you in understanding how determine which type of non-traditional student a student should be classified as (replace xx below with the county number; FLVS has its own county number, 71):



For Home Education Flowchart, see V below; for Special/Alternative School Flowchart, see II above.

FLVS-Full Time Public Program Students – These students are enrolled in FLVS full-time in a special program that mirrors the public school system (i.e. students must take 6 course, adhere to a semester calendar, are required to take the same standardized tests as public school students, is graded like as school like public schools, etc.). As per s. 1006.15(3)(e-g), Florida Statutes, these students are eligible to participate at:

- The public school the student would be assigned according to district school board attendance area policies (i.e. zoned school); or
- The public school, operated by the school district, the student could choose to attend according to the “Controlled Open Enrollment” provisions of the school district and provided the deadlines established in the provisions are met by the student (i.e. choice of school without needing a reason or waiver, provided a seat would be available).

There is no student registration form for these students to complete. Follow the following flowchart:

