

Guide to Home Education  
in  
Hillsborough County, Florida



Office of Home Education  
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813-273-7256, Phone  
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Dear Home Education Family,

Welcome to the School District of Hillsborough County Office of Home Education. Choosing to homeschool your children is a very serious and important decision that should not be entered into without a full understanding of your role and responsibilities. Our office will help you facilitate the process. Before submitting a Letter of Intent to Home Educate, it is important that you read the following policies. If you find that you have any questions, feel free to email or call us.

Home education is a parent-directed educational option that satisfies the requirement for regular school attendance. As a home education parent, you have the freedom and responsibility to determine your child's educational path. While home education students are eligible to enter institutions of higher learning and are eligible to participate in the Florida Bright Futures Scholarship Program, **it is important that you understand that the Office of Home Education does not issue diplomas.**

As a home education parent, you assume the responsibility of providing curriculum (this may include virtual school classes), educational materials, and evaluations necessary to determine student progress.

On the pages that follow, the requirements as outlined by Florida Statutes are provided. Please keep this information with your important papers. Also, please consult the Frequently Asked Questions & Answers section on our website for a more thorough description of your responsibilities.

It is our intent to serve your needs thoroughly and efficiently through a relationship of mutual understanding and positive communication.

Our best,

The Office of Home Education

P.S. It is important to us to be both environmentally friendly and cost efficient in our operations. Therefore, we ask that you use email primary source of communication with regards to forms and letters. We understand that this may not be possible for some or in all situations, but do appreciate your cooperation when it is possible.

**Q. What are my responsibilities as a home education parent?**

A. As set forth by Florida Statute 1002.41(1)(a), to establish a Home Education Program and maintain compliance, the parent must:

1. Provide written notice to the school district Superintendent of intent to establish and maintain a Home Education Program. (You may use the “Letter of Intent” in this packet)

2. Maintain a portfolio or records and materials for each student that contains:

a) A log, made contemporaneously with the instruction and which designates by title any reading material used, and

b) Samples of any writings, worksheets, workbooks, and creative materials used or developed by the student(s)

3. Preserve each student’s portfolio for two years and make it available for inspection by the Superintendent, upon a 15-day written notice.

**4. Provide an annual educational evaluation of each student by:**

a) Selecting a teacher holding a valid regular Florida certificate to teach academic subjects at the elementary or secondary level to review and discuss with the student the contents of the portfolio, or

b) Having the student take a nationally-normed student achievement test that is administered by a certified teacher, or

c) Having the student take a state student assessment test, or

d) Having each student evaluated by a psychologist holding a valid, active license, or

e) Having each student evaluated with any other valid measurement tool as mutually agreed upon by the Superintendent’s designee and the student’s parent **prior to the evaluation.** (Virtual school, correspondence school, etc.)

5. Submit the results obtained from the annual educational evaluation in writing to the Superintendent’s designee. (You may use the “Evaluation” form found on the website.)

3. Provide written notice of termination if you are ending your home education program. (You may use the “Termination” form found on the website.)

**Q. What are the consequences if I do not submit an annual evaluation or submit an incomplete evaluation of my child to the district?**

A. Florida Statute 1002.41(2)(c) requires the parent to provide an annual evaluation for each child. Failure to do so places the Home Education Program in non-compliance and the Superintendent may, after notice to the parent, terminate the Home Education Program and require the child to enroll in the public school of residence to meet the compulsory attendance law. If the evaluation is incomplete for any reason (examples include using a non-certified teacher to administer a nationally-normed test, using a teacher in Florida who does not hold a certificate in academic subjects to evaluate the portfolio, or not providing FLVS/HVS records that include a reading/language arts and math component), you will be given thirty days to comply before termination of the program.

**Q. I want to use Hillsborough Virtual School (HVS) or Florida Virtual School (FLVS). Please help me understand what the difference is and how I need to register.**

- HVS is your very own Hillsborough County Virtual School which features local highly qualified Hillsborough county teachers. This should not be confused with the HVS full-time program grades K-12 where students can earn a High School Diploma. For more information on the HVS full-time program please visit their website at [online.mysdhc.org](http://online.mysdhc.org).
- The Florida Virtual School is a statewide online middle and high school that provides online courses to all students in affiliated school districts throughout the State of Florida. If you are using FLVS for your part-time curriculum needs, your home education status will need to be verified by our office. This is done electronically and you will not need to send in a form to their office. Simply email us at [home.education@sdhc.fl.k12.us](mailto:home.education@sdhc.fl.k12.us) to let us know that you have signed up for a virtual school course and that we need to verify your status.
- If you choose to use HVS or FLVS, your child must take a reading/language arts course and math course



# LETTER OF INTENT TO HOME EDUCATE

(Please print in blue or black ink)



Date to begin program: \_\_\_\_\_

Male Head of Household \_\_\_\_\_ Primary Phone \_\_\_\_\_

Female Head of Household \_\_\_\_\_ Primary Phone \_\_\_\_\_

Home Address \_\_\_\_\_  
Street \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(if different) \_\_\_\_\_  
Street \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Email address \_\_\_\_\_  I prefer to receive information electronically.

<p><b>I intend to use virtual school as part of my Home Education Program and understand that reading/English and math are required.</b></p> <p><b>NOTE: These selections are only for PART-TIME enrollment. No diploma or certificate of completion will be issued.</b></p> <p><input type="checkbox"/> <b>Yes (check one)</b>        __ Hillsborough Virtual School (HVS) classes        __ Florida Virtual School (FLVS) classes</p> <p><input type="checkbox"/> <b>No</b></p>	<p><b>Please check the appropriate box:</b></p> <p><input type="checkbox"/> <i>I am opening a program for the FIRST time in Hillsborough County.</i></p> <p><input type="checkbox"/> <i>I am re-opening a program which previously existed in Hillsborough County.</i></p> <p><input type="checkbox"/> <i>I am adding a child(ren) to my existing program.</i></p>
<p> This form is <b>NOT</b> necessary for students enrolling in the <b>HVS or FLVS FULL-TIME PUBLIC SCHOOL PROGRAMS.</b></p>	

Student's Legal Name	Date of Birth	Grade	Most Recent School Attended	M/F	Student Number (if Hillsborough Co.)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Reason for choosing Home Education \_\_\_\_\_

**It is my intent to establish and maintain a home education program. As the parent/guardian, I have read and will comply with information in and related to Florida Statute 1002.41.**

Parent/Guardian Signature (required – electronic signature not accepted) \_\_\_\_\_ Date \_\_\_\_\_

For more information, visit: [www.sdhc.k12.fl.us/homeeducation](http://www.sdhc.k12.fl.us/homeeducation)

Contact Us:

Home Education  
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[Home.education@sdhc.k12.fl.us](mailto:Home.education@sdhc.k12.fl.us)

Home Education/Hillsborough Virtual School  
Tanya Grinnell, Coordinator  
(813-273-7006

Hillsborough Virtual School  
Chris Perez, Guidance Counselor  
(813) 983-7278  
[Hillsborough.virtual@sdhc.k12.fl.us](mailto:Hillsborough.virtual@sdhc.k12.fl.us)

**RETURN THIS FORM TO:**  
[Home.education@sdhc.k12.fl.us](mailto:Home.education@sdhc.k12.fl.us)

**Or**

**FAX COMPLETED FORM TO: 813-273-7204**

**OR**

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