

San Diego Neighborhood Homeschools

San Diego Neighborhood Homeschools **Affirmation of Parent and Student Responsibility**

This page is to be signed and returned to SDNH

I affirm that I have read and understand the contents of the SDNH High School Handbook and agree to abide by all of the terms and conditions outlined within it.

Parent Signature

Date

Parent (Print Name)

Student Signature

Date

Student (Print Name)

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SAN DIEGO NEIGHBORHOOD HOMESCHOOLS HIGH SCHOOL HANDBOOK

Welcome

High School is an exciting and stressful time for many teens. The amount of student work necessary to complete a high school education is greater than the amount of work required of K-8 students. Plus, this is a time when teens are coping with the transformation from childhood to adulthood and becoming ready to enter college and/or pursue a career.

It is the desire of San Diego Neighborhood Homeschools to help make that transition smooth and assist all high school students in achieving the goals they set for themselves, whether the goal is passing the CHSPE, attending ROP classes or community college, or preparing for trade school or four year University or college.

Of course, there are always rules and guidelines in any school and SDNH is no exception. This handbook contains information on the requirements necessary for graduation from high school, attendance requirements, expectations for the SDNH Education Consultant, cheating policies, various important forms, and more.

Unlike Homeschooling for grades K-8, homeschooling in high school requires the completion of specific coursework so that the student may graduate. To maintain a personal program, the course of study in high school may contain a variety of methods to meet the requirements for each course, including textbook chapter review questions as assessments, workbook pages to show learning with additional assessments, projects to show learning, or a combination of any and all of the above-mentioned learning formats. Students may demonstrate learning via final exam, or project, or any agreed assessment tool.

To further personalize the high school program, students may also be allowed to undertake ROP, community college or trade school courses within guidelines. Students may also propose courses for elective credit. Student-proposed elective courses and credits awarded for those courses will be approved on a case-by-case basis.

It is a requirement and responsibility for all parents and high school students to comply with the contents of this handbook. Therefore, parents and students will be expected to read the handbook and then sign and date an affirmation stating that they do understand the program as described by the handbook before enrollment in SDNH is complete.

A SDNH Education Consultant will assist all students in planning a personal program for his or her high school education, help with career exploration, assist with college and community college registration, support implementation of any SST or IEP requirements, work with each student to develop better study skills and test taking strategies, and in understanding academic and testing records.

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SDNH High School Policies and Procedures

High school homeschooling at SDNH:

High school homeschooling at SDNH allows parents, students, and an Education Consultant, to collaboratively design a personal education plan that meets the academic requirements and interests of each student at the student's instructional level.

High school homeschooling at SDNH requires full parental involvement, including supervision of student work for about six hours each day, maintaining a high level of awareness of the student's progress in assignment completion, and communicating regularly with the Education Consultant.

High school homeschooling at SDNH provides students with career exploration, opportunities to participate in volunteer activities, community college courses and ROP training during high school.

High school homeschooling at SDNH is a way for students with unusual situations, such as a heavy acting schedule or Olympic sports training, to continue to pursue a high quality education with parent supervision and credentialed Education Consultant support.

High school homeschooling at SDNH is an exciting and alternative way to complete a high school education, allowing students to explore options that would be unavailable to them in a traditional school setting.

How High School Homeschooling at SDNH Works

Homeschooling provides parents wonderful opportunities to spend time with their teenager and guide his or her education. Personal education plans allow the needs of the student as a part of a family and community to be included in the academic design of his or her program. At SDNH, the parent supervises student learning, setting the pace for completion of student work at home, guiding the student to develop his or her questions about the information, and then aiding in the discovery of the answers to those questions.

While connecting the learning to the interests and personal goals of the student provides motivation and direction for many, the key to successfully homeschooling a high school student is to jointly decide upon a set routine. In this time they will discuss the connection of the lesson to the student's goals. The parent supervises the student while the schoolwork is being done. Being available to answer questions, motivate, and guide is essential. The conversations during the teaching and learning will provide much information as to how the student is doing in the work. This communication between parent and student increases the effectiveness of the collaboration with the Education Consultant for assistance, assessment, and/or adjustment of the assignment.

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Attendance

According to the California Education Code students in grades 9-12 must spend the equivalent of 6.2 hours per day engaged in educational activities. A school year consists of 175 weekday school days as scheduled by the school or sponsoring district. SDNH will only count attendance for instruction that occurs during the days outlined in the SDNH academic calendar. Students generally start out on a traditional school track for at least the first school year.

Monthly Attendance Meeting and Education Consultation

Monthly Attendance Meeting

Each month an official file consisting of samples of student work in each subject must be collected for the purpose of accounting and for attendance verification. The samples collected are also used for the purpose of showing that the student has completed assignments made by a credentialed Education Consultant and is showing academic rigor and incremental increase in learning. These specific collections must be turned in by the parent and student on or before the end of each monthly reporting date defined by the state and corresponding to the Student Information System (SIS) Report.

Education Consultation

The education consultation meeting is a platform for ongoing collaboration among student, parent, and consultant of student goals, objectives, instruction, investigation, research, reporting, presentation, and any other demonstration of learning. The progress from prior assignments determines the next steps for the student balanced with benchmarks of achievement to keep the student progressing at a pace to reach his or her education goals. This meeting includes discussion about assignments for the next month and a written lesson plan will be created and agreed upon for the next learning period. At the consultation, the student will be prepared and able to discuss what they have learned in the various subjects as agreed upon in the personalized lesson plan. Such assessments as the credentialed Education Consultant deems appropriate will be administered as well. These meetings will be weekly and may be in person or otherwise as agreed upon in keeping with state guidelines for independent study.

Course Grades for SDNH Courses

The credentialed Education Consultant is responsible for final grades for high school courses. The grading scale is as follows when using percentage correct for ascertaining a grade:

A = 90 -100%

B = 80 - 89%

C = 70 - 79%

D = 60 – 69%

F = anything less than 60%

Rubrics (matrix) for final grades:

The credentialed Education Consultant may provide a matrix of course requirements and achievement level to determine final letter grades.

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Receiving credit for course work:

Credit for High School Level Courses

Receiving credit for courses is contingent upon demonstrating acceptable achievement levels in the content areas and performance levels of the California Content Standards. California Content Standards list what a student should know in order to have completed a specific course. To help students complete the required work to earn credit for a course, SDNH provides a personalized learning plan to coordinate the Content Standards with the materials selected for use.

Credit for College Level Courses

Students who complete college courses that are level 100 or higher earn double high school credit per semester due to the rigor of college level coursework.

Community college (CC) credit is awarded as follows-

1 CC Unit per semester	=	2.5 H.S. credits
2 CC Units per semester	=	5 H.S. credits
3 CC Units per semester	=	10 H.S. credits

As state guidelines will permit, students are welcome to take community college, ROP and training courses provided the courses taken are in the student's academic and/or career path and the course cannot reasonably be provided by SDNH. To count toward credits earned from SDNH, official verification of student achievement from accredited institutions must be provided to SDNH.

Core courses and elective courses

Core courses are courses those required of every student and are generally accepted as the center or "core" of a well-educated person's knowledge such as: English, math, science, history, and PE. The number of required core courses in a personal learning plan for graduation depends on stated academic and career goals, i.e. whether he or she has chosen to complete the university-bound or school-to-career program of study. It is essential to note that while SDNH assures the student that his or her program is sound academically and most colleges and universities accept the high school work completed at SDNH, acceptance of any high school level work for the admission into higher education is completely at the discretion of the receiving school. Depending upon the program chosen by the student and parent, graduation requirements vary.

Required Courses that are not considered to be Core Subjects are such courses as computer technology, life skills, foreign language and visual and performing arts courses.

Elective courses are courses that meet CA Content Standards or Frameworks but are not necessarily required of every student. Music, psychology, health, nutrition, journalism and so forth are examples of elective courses.

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Senior Project

All seniors will be expected to complete a senior project before the end of the second semester of the senior year. The project will be chosen by the student and approved by the parent and the education consultant.

Creating Your Own Courses

Students who wish to create their own course must create a course plan or syllabus and present it to the consultant for prior approval for the course to be eligible to earn credit toward graduation. The California standards or framework that most closely fits the proposed course should be identified. These standards and frameworks may be found at <http://www.cde.ca.gov/be/st/ss/>. The Education Consultant work collaboratively with the student and parents make any needed adjustments to the course and then present the course to the director for approval. A proposed course may not receive graduation credit unless approved.

Enrichment Program

To assist students in having a well-rounded educational experience that includes socially-based education, SDNH will allow up to \$70 worth of non-SDNH-provided educational expenditures per month per student after the 30-day probation period after enrollment is completed. Funding can be earmarked and accumulated for an approved educational expenditure that exceeds \$70 if the event/course is educational, addresses CA K-12 Content Standards, has a specific date and time already set and the student enrolls/signs up for that event/course. In other words, earmarking cannot be approved for a future event/course that is not specifically calendared and for which the student is not officially enrolled. SDNH cannot fund events/courses that occur outside of the regular school calendar. Receipts not timely presented before the Enrichment Fund deadline, May 15th, cannot be processed and will not be paid by SDNH.

Parent-selected providers of enrichment services such as tutoring services, karate, lessons in musical instruments, dance, theater arts, etc. who are willing to invoice their services and take payment within 30 days of invoice (net 30) may choose to be part of the SDNH Enrichment Program. The State Auditors have approved reimbursement for specific providers: YMCA, AYSO, City or County Parks and Recreation and a very few non-profit providers. By state auditors' prohibition, the Enrichment Fund may not be used to provide payment of any enrichment provider for services to a member of their own family. The full list of reimbursable providers appears on the REQUIRED Enrichment Program form needed IN ADVANCE for ANY participation in the Enrichment Program.

Once a provider is selected, the parent submits an Enrichment Program Form to the SDNH, the enrichment provider fills out a W-9 form and these documents are presented to SDNH. This allows the provider to appear in the SDNH database. ANY service provided must be invoiced in writing and presented to the SDNH for payment according to the instructions on the most current Enrichment Program Form.

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Late and incomplete assignments

Students are expected to complete the assignments by the date agreed to by student, parent and Education Consultant. If a student does not complete assigned work as scheduled, the Education Consultant will decide how much time will be extended, if any, based on the instructional needs of the student balanced with the time restraints of completing the requirements for graduation in a timely manner. The Education Consultant may determine the limit to which time spent on an assignment has become counterproductive and needs to be ended with grading ramifications as appropriate. This will allow the student to move on in subjects where that is appropriate or remain working on the concepts as needed if that is appropriate.

Incomplete Semester Coursework – Course Extension

If a student does not complete the requirements of a course within the semester it is undertaken, the Education Consultant will determine if circumstances warrant an extension of time to complete unfinished school work. If an extension is granted, the student may complete the coursework the following semester. If the work is not completed by the end of the following semester, or the student changes schools and does not complete the coursework, the Education Consultant will determine if an Incomplete or a grade of F will be assigned for the course based on the data available from the student work submissions and consultation notes.

Transfers of courses in progress during a semester

Students sometimes come to SDNH after the start of a semester with courses in progress from the former school. If there is no corresponding course at SDNH, the Education Consultant may create a course equivalent if that is agreed upon as the SDNH academic plan is completed upon enrollment. If the decision is not to continue, it will appear on the former school's transcript according to their grading policies. SDNH reserves the right to accept or decline any coursework or grade not received by the student from SDNH.

For students who come to SDNH with grades for courses in progress that SDNH offers such options as:

The Education Consultant may decide to allow the student to complete the remainder of the course and the Education Consultant may choose to combine the grades transferred from the former school with the grades earned at SDNH while completing the course or not.

The Education Consultant may decide to allow the student to re-take the course completely with no grades or credit from the in-progress course from the prior school.

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Cheating

All students at SDNH are expected to do their own work and cheating will not be tolerated. This includes plagiarism (passing off the work of another as one's own) regardless of the source, cheating on exams and other assessments, falsifying citations (in part or in whole) for research papers, having someone else complete the school work for the student, stealing test answers or altering test documents.

First offense – Any student caught cheating will receive a 0 for the exam or assignment. A consultation between parent, student and Education Consultant will be held to discuss the cheating incident and a warning will be given. A documentation of a first offense of cheating will be placed in the student's permanent school record.

Second offense – Any student caught cheating a second time will receive an F for the course in which the cheating took place and will receive no credit for the course. A second meeting will take place with the parent, student, and Education Consultant to discuss the second offence and a second warning will be given. Documentation of the second cheating offense will be placed in the student's cumulative record.

Third offense – Any student caught cheating a third time will receive an F for the course in which the cheating took place and will receive no credit for the course. A meeting will be arranged with the director, the Education Consultant, the parent and the student. The result may be disenrollment from SDNH. The third cheating offence will also be documented and placed in the student's cumulative record.

Ordering SDNH transcripts

Students may request a SDNH high school transcript by filling out a transcript request form from the website and faxing it to 619-422-5216 or mailing it to San Diego Neighborhood Homeschools, 22 West 35th St., Suite 209, National City, CA 91950. If the transcript is to be sent to a college or university, be sure to include the address of the school and department the transcript is to be sent to. Please order transcripts in plenty of time to allow a full week for transcript to be processed and mailed. One free transcript is provided per semester. Additional transcripts may require payment to cover the cost of copying.

Student work permits

Students under the age of 18 who wish to hold a part time job must complete a work permit in order to obtain employment. The reason for this is that employers have restrictions on how long student employees are allowed to work each week and how late they may be expected to work. You may obtain form to fill out for a work permit from your Education Consultant.

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Withdrawing from SDNH

When a student withdraws from SDNH, the Education Consultant completes a withdrawal form documenting the percentage of the courses completed and course in-progress grades. All books and student materials must be returned before student transcripts and cumulative files will be released to the new school of attendance.

Preparing to graduate from SDNH

Four Year Planner

All high school students and their parents must sign a completed and/or updated four-year plan once each year. The four-year planner shows selected and agreed upon courses the student must take and in what year they are scheduled to be completed. Parent, student and Education Consultant have individual responsibilities to check the planner against current formal transcript to be certain that agreed upon courses are being completed with on-track graduation as the goal.

Graduation from SDNH

To be cleared for graduation, the following must be complete and/or turned in:

All required coursework must be completed, assessments completed and final grades received.

Official transcripts from former high schools attended for credits, even if unofficial transcripts have been used for planning.

Both CAHSEE Math and CAHSEE Language Arts exams must be passed.

Future Plan form must be completed by student to indicate his or her “next steps” after graduation: University, ROP training, trade school or employment, and so forth.

Two semesters prior to graduation date

Two semesters prior to graduation, student, parent and consultant must check the four-year planner and transcript to determine that all requirements will be met by the graduation date. Any deficiencies, omissions or errors must be corrected and reported to the director with accompanying plans of how the corrections will be completed.

In the first week of the final semester before graduation, the student, parent, and Education Consultant will meet to update, plan and note any issues that have appeared that could delay the completion of the graduation requirements.

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Minimum Graduation Requirements

All students must meet at least minimum graduation requirements that will prepare them for post graduation employment, trade school, community college, and/or four-year colleges and universities. SDNH is not responsible for the acceptance or non-acceptance of coursework by colleges or universities. If the student and parent want to assure the highest chances for acceptance into a college or university, they must contact the institution of choice for admissions requirements. If the institution's requirements do not match the course work of the agreed upon planner, the student, parent and educational consultant will work collaboratively to assist the student in meeting them. SDNH is not responsible for admission requirements for other schools/institutions.

What you must complete in order to earn a high school diploma in California:

English	30 credits	3 years/6 semesters
Math	20 credits	2 years/4 semesters of which 2 must be Algebra 1
Science	20 credits	2 years/4 semesters of which 2 semesters must be life science with or without lab and 2 semesters
History/ Social Sci.	30 credits	3 years/6 semesters of which 2 semesters must be U.S. History, 1 semester of World History, 1 semester of Geography, 1 semester of American Government and 1 semester of Economics
Foreign Language	10 credits	1 years/2 semesters and/or Visual and Performing Arts
Visual and Performing Arts	10 credits	1 year/2 semesters and/or Foreign Language
Phys. Ed.	20 credits	2 years/4 semesters. If student does not pass President's Physical Fitness Test in 9 th grade the student may be required to complete 8 semesters of PE if attending another school in CA.
Life Skills	5 credits	1 semester
Technology	5 credits	1 semester
Community Service	0 credits	30 hours required for graduation
Electives	80 credits	16 semester courses
CAHSEE	0 credit	Exit exam required for graduation
Math/L.A.	0 credit	Exit exam required for graduation
Official Transcripts	0 credit	Official transcripts must be on file with SDNH from all prior schools from which credit is to be accepted prior to graduation.
Total	220	When all requirements are met, student may graduate.

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Preparing for four year University

University preparation is more rigorous than preparation for school to career or community college calling for more English, math, science and foreign language. Taking honors level courses is also an excellent preparation for college level course work. It is highly recommended that the student and parent(s) contact the universities the student will be applying to do find out what each institution requires and then work with the Education Consultant to add the required courses into the four year planner. It is also the responsibility of the student and parent(s) to find out if community college courses are transferrable to preferred Universities. More information about transferring course credits may be obtained at www.assist.org.

What you should complete in order to prepare for four year University:

English	40 credits	4 years/8 semesters (3 required, 4 recommended)
Math	40 credits	4 years/8 semesters (3 years including Algebra 1, 2 and Geometry, and a 4th year recommended)
Science	30 credits	2 years/4 s4mesters (of which 1 year must be life science with a lab and 1 year must be physical science with a lab with a 3rd year recommended)
History/ Social Sci.	30 credits	3 years/6 semesters of which 2 semesters must be U.S. History, 1 semester of World History, 1 semester of Geography, 1 semester of American Government and 1 semester of Economics
Foreign Language	30 credits	2 years/4 semesters (2 years of the same language and a 3rd year recommended)
Visual and Performing Arts	10 credits	1 year/2 semesters (of the same course)
Phys. Ed.	20 credits	2 years/4 semesters. If student does not pass President's Physical Fitness Test in 9 th grade the student may be required to complete 8 semesters of PE if attending another school in CA.
Life Skills	5 credits	1 semester
Technology	5 credits	1 semester
Community Service	0 credits	30 hours required for graduation
Electives	10 -50 credits	2-10 semester courses depending on how many recommended courses are completed
CAHSEE	0 credit	Exit exam required for graduation
Math/L.A.	0 credit	Exit exam required for graduation
Official Transcripts	0 credit	Official transcripts must be on file with SDNH from all prior schools from which credit is to be accepted prior to graduation.
Total	220	When all requirements are met, student may graduate.

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Courses offered by SDNH

English: (H = Honors course)

English 1	ENG101/102 or ENG101H/102H	
English 2	ENG201/202 or ENG201H/202H	
English 3	ENG301/302 or ENG301H/302H	American Literature
English 4	ENG401/402 or ENG401H/402H	World Literature
English 5	ENG403/404 or ENG403H/404H	British Literature
Journalism	ENG405/406	
Applied English 1	ENG001/002	elective credit only
Applied English 2	ENG003/004	elective credit only
Applied English 3	ENG005/006	elective credit only
Applied English 4	ENG007/008	elective credit only
CAHSEE English	ENG009	elective credit only

Math: (H = Honors course)

Algebra 1	MATH101/102 or MATH101H/102H	
Geometry	MATH201/202 or MATH201H/202H	
Algebra 2	MATH301/302 or MATH301H/302H	prerequisite - Algebra 1
Pre-Calculus	MATH401/402 or MATH401H/402H	prerequisite - Algebra 1
Business Math	MATH403/404	prerequisite - Algebra 1
Foundations of Algebra	MATH001/002	elective credit only
Extended Algebra 1A	MATH003/004	
Extended Algebra 1B	MATH005/006	elective credit only
Applied Math 1	MATH007/008	elective credit only
Applied Math 2	MATH009/010	elective credit only
Applied Math 3	MATH011/012	elective credit only
Applied Math 4	MATH013/014	elective credit only
CAHSEE Math	MATH015	elective credit only

Science: (H = Honors course)

Biology	SCI101/102 or SCI101H/102H	
Biology Lab	SCI103	
Physical Science	SCI201/202	
Environmental Science	SCI301/302	
Chemistry	SCI401/402 or SCI401H/402H	prerequisite – Algebra 1
Chemistry Lab	SCI403	
Physics	SCI404/405 or SCI404H/405H	prerequisite – Algebra 1
Applied Science 1	SCI001/002	elective credit only
Applied Science 2	SCI003/004	elective credit only
Applied Science 3	SCI005/006	elective credit only
Applied Science 4	SCI007/008	elective credit only

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History/Social Science: (H = Honors course)

World Hist./Geography	HIS101/102 or HIS101H/102H	
World Geography	HIS201/202 or HIS201H/202H	
U.S. History	HIS301/302 or HIS301H/302H	
American Government	HIS401/402 or HIS401H/402H	one semester required
Economics	HIS403/404 or HIS404H/404H	one semester required
Street Law	HIS405/406	
Psychology	HIS407/408	
Applied Hist./Soc. Sci. 1	HIS001/002	elective credit only
Applied Hist./Soc. Sci. 2	HIS003/004	elective credit only
Applied Hist./Soc. Sci. 3	HIS005/006	elective credit only

Required Electives:

Life Skills	LS101/102	one semester required
Computer Applications	TECH101/102	one semester required
Physical Ed. 1	PE101/102	
Physical Ed. 2	PE201/202	

General Electives:

Health	HLTH101/102
Nutrition	HLTH201/202
Physical Ed. 3	PE301/302
Physical Ed. 4	PE401/402
Driver's Ed.	DRE101

Foreign Language:

French 1	FRE101/102
French 2	FRE201/202
French 3	FRE301/302
German 1	GER101/102
German 2	GER201/202
German 3	GER301/302
Spanish 1	SPA101/102
Spanish 2	SPA201/202
Spanish 3	SPA301/302

Visual and Perform Arts Electives:

Art Exploration	ART101/102
Fine Arts	ART201/202
Drawing	ART301/302
Beginning Music	MUS101/102
Intermediate Music	MUS101/102
Advanced Music	MUS101/102
Beginning Dance	DAN101/102
Intermediate Dance	DAN201/202
Advanced Dance	DAN301/302

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Honors Coursework

English – Students complete all regular required work and additionally, each semester, must read one novel approved by the Education Consultant and complete a five page research paper based on the content standard requirements for that level course, or complete a special project each semester agreed upon by the Education Consultant. For example the student may do a character analysis, a plot analysis or compare and contrast the novel with another reading, or complete a project agreed upon with the Education Consultant.

History - Students complete all regular required work and additionally, each semester, will complete a five page (minimum) research paper on a self-chosen topic within the realm of the history course they are enrolled in. Students must use at least three sources in addition to the textbook and all sources must be cited according to MLA or APA format. Alternatively a special project may be designed and agreed upon with the Education Consultant each semester to earn honors credit.

Biology - Students complete all regular required work and additionally, each semester, will complete a five page (minimum) research paper on a self-chosen topic within the realm of the science course they are enrolled in. Students must use at least three sources in addition to the textbook and all sources must be cited according to MLA or APA format. Alternatively a special project may be designed and agreed upon with the Education Consultant each semester to earn honors credit.

Math - Students complete all regular required work and additionally, each semester, will complete an agreed upon paper or project within the realm of the math course they are enrolled in. Papers must be a minimum of five pages in length with three sources in addition to the textbook and all sources must be cited according to MLA or APA format. Alternatively a special project may be designed and agreed upon with the Education Consultant each semester to earn honors credit.

Advanced Placement Courses

San Diego Neighborhood Homeschools does not offer advanced placement courses. Students may learn more about advanced placement by visiting this website, <http://www.collegeboard.com/student/testing/ap/about.html>. Students who wish to attend higher level courses may also consider taking courses at their local community college.

Community College Coursework:

In order for a student to attend a community college course the student must meet one of these criteria:

The course is either not offered by SDNH or the course offered at SDNH will not meet the student at his or her Zone of Proximal Development.

The course reflects the student's declared career path.

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What Students Must Do to Attend Community College

In order to enroll in and attend community college courses, students and parents must:

Submit an enrollment authorization form to the community college that has been signed by the student's Education Consultant or by one of the SDNH administrators. Permission to attend community college courses is contingent upon the student maintaining good academic standing.

According to California Law students may enroll in no more than two courses, regardless of how many credits each course is worth, at the community college level for academic high school credit. The California Education Code also limits how many students at each school may enroll for community college courses. Therefore it is possible that students may not be granted permission to attend community college if the school has already reached its allowed quota for the semester.

While enrolled in community college courses students must also be enrolled for at least 20 credits at SDNH.

Even though the courses taken are at the community college level, with assignments being given and graded by a community college professor or instructor, students must be prepared to discuss what they are learning in a community college course with the Education Consultant. Student must also be prepared to present evidence of learning through assignments, notes, tests, etc.

Each semester, before credit for community college credit may be transferred as academic high school credit, the student must provide verification of completion of the courses enrolled in during that semester. The student may show the Education Consultant the unofficial transcript for the semester that the Education Consultant may print, sign and send in with the report card. However an official college transcript must be obtained before graduation.

It is the responsibility of the student and parent to determine if the community college courses enrolled in may be transferred to the university that the student plans to attend after graduation. Students may learn more about the transferability of community college courses by visiting this website, www.access.org.

Coursework Completed Outside of SDNH

Any student who has taken courses at a community college, career training school, ROP courses, or other credit courses outside of their coursework at SDNH must provide proof of completion of such courses to the Education Consultant by providing an official transcript or report card that shows course name/number, grade and number of credits awarded. Students who are enrolled in an approved course that is only partially complete will receive a course extension and must provide proof of completion by the following semester.

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Transferring Other High School Credits to SDNH

SDNH does not guarantee to accept credits from courses that were taken at other high schools. If a student has been denied credit for a course at a prior school for reasons unrelated to scholarship, and the student can prove that the coursework was completed and a scholarship grade would have been recorded, SDNH may choose to reflect the course as completed on the SDNH transcript. Student performance at SDNH will be monitored by the SDNH education consultant, and if the student presents work that shows he or she would have otherwise been successful in a course in question, then the student may receive credit towards graduation from SDNH.

Students who have not attended an accredited high school prior to enrollment at SDNH must provide a transcript of previously completed high school courses. Students are allowed to transfer no more than 30 credits worth of coursework per semester. If a high school student is unable to produce a transcript from a prior school the student may receive credit by taking and passing, with a score of 70% or higher, final exams for those courses.

Course Requirements

Using a syllabus or California Content Standards

High school courses at SDNH are based on the California Content Standards. In order to make it easier to know what portions of a textbook are covered by the California Content Standards students may receive and use a syllabus designed to guide students through the textbook and cover all required standards. Generally SDNH uses Glencoe high school textbooks and syllabi have been designed to fit Glencoe materials. Students may also use textbooks other than Glencoe if the textbook to be used covers the California Content Standards for that course. Students who are highly motivated may also meet content standards through project based learning as approved by the Education Consultant.

Semester Exams

SDNH students will take semester exams in all core subject area courses, such as English, Math, Science and History/Social Sciences. All semester exams are based on course content that is aligned with California Content Standards and may consist of an on-site or take home multiple-choice or essay exam or a project agreed upon in advance by the student, parent and education consultant.

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Testing

Required Tests:

CAHSEE

All high school students are required to take and pass the California High School Exit Exam (CAHSEE) in order to receive a diploma from the state of California. All school districts are required to offer the CAHSEE exam to 10th grade students in either February or March of each year. The CAHSEE test covers Language Arts and Math and is first administered to students in the 10th grade. Those students who do not pass the CAHSEE may retake the sections that were not passed during the junior and/or senior year. Students who have passed one or both CAHSEE tests may not retake the tests. 10th graders may not take the CAHSEE in October. You can learn more about the CAHSEE at www.ets.org/cahsee/.

STAR

The state of California requires all public schools to administer California State Contents Standards Tests (STAR) each year. SDNH administers the STAR tests in May of each year. The STAR assesses student academic level and performance in various subject areas.

California Physical Fitness Test (PFT)

All 9th grade students are required to participate in the President's Fitness Test designed to assess six key areas of health and fitness. To learn more you can visit <http://www.cde.ca.gov/ta/tg/pf/pftprogram.asp>

Additional Tests:

EEMAP

The EEMAP test is an assessment that provides information regarding areas where a student needs more preparation for the CAHSEE Math exam. This assessment is also often used for the same reason when a student has not passed the CAHSEE Math test.

CELDT

The California English Language Development Test (CELDT) helps educators assess the English Language proficiency of students for whom English is a second language.

CHSPE

The California High School Proficiency Exam (CHSPE) is a voluntary exam that assesses a student's proficiency in reading, writing and math. Students who take the CHSPE must be at least 16 or in 10th grade to take the test. Even if the student passes the CHSPE exam as well as the CAHSEE exams (this is required for any diploma to be issued) he or she will receive the equivalent of a high school diploma. To learn more about the CHSPE please visit <http://www.chspe.net/>.

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GED

The General Educational Development Exam is an exam designed for students who are at least 18 years old and have dropped out of school. The GED helps those students to receive a certificate of completion. While not the same as a high school diploma, a certificate of completion can open doors for students to pursue further studies or obtain jobs that were previously not available to them. To learn more about the GED visit www.cde.ca.gov/ta/tg/gd/

College Preparatory Exams

PSAT/SAT 1/ACT

All students who plan to go to college should take the PSAT, the SAT1 and the ACT exams before the end of their junior year. These tests are used by universities to assess student readiness for college level coursework. To learn more about how to sign up for and take these tests visit <http://www.collegeboard.com> or <http://www.act.org>.

SAT II

SAT II tests are a variety of tests for various subjects, such as Chemistry, or Calculus. Students who are planning to attend a University of California or another competitive college or university should take SAT II tests after completing such courses. To learn more about how to sign up for and take SAT II tests for different subjects visit <http://www.collegeboard.com>.