

HOME EDUCATION REGULATION A.R.145/2006
NOTIFICATION FORM
School Act, Section 29

The personal information collected on this form is collected pursuant to the provisions of Section 33(c) of the Freedom of Information and Protection of Privacy Act, R.S.A 2000, cF-25, the Student Record Regulation, A.R. 225/2006 and Section 2 of the Home Education Regulation, A.R.145/2006 (in the case where the collection is done by an associate board) and pursuant to the provisions of the Personal Information Protection Act, the Private Schools Regulation, A.R. 190/2000 and Section 2 of the Home Education Regulation, A.R.145/2006 (in the case where the collection is done by an associate private school) for the purposes of: (a) notifying a School Board or an Accredited Private School that a parent wishes to educate a student in a home education program, (b) verifying that a student is eligible for a home education program, (c) and for providing further particulars on the home education program in which the student will be participating so that the associate board or accredited private school can supervise the program to ensure compliance with the School Act. This information will be treated in accordance with the Freedom of Information and Protection of Privacy Act and the Personal Information Protection Act as applicable and depending on whether the personal information is in the custody of an associate board or an associate private school. Should you have any questions regarding this activity, please contact Zone 6 Services Branch, Alberta Education at 10044-108 Street, Edmonton, Alberta, T5J 5E6 phone: 780-427-5381.

Alberta Education does not require parents who complete a Notification Form to complete a registration form for the associate board or associate private school.
Parents choosing blended programs may be required by the school to complete additional forms.
Part A and B must be completed by the parents and submitted to the proposed associate board or associate private school.
Part C must be completed by the associate board or private school. Parents must be notified in writing of the decision of the associate board or private school to supervise or continue to supervise the home education program within 15 school days of the associate board or private school receiving the Notification Form.
Part D must be completed by the parent and submitted to the proposed associate board or associate private school. This part relates to the required descriptions of those components of the proposed Home Education Program that relate to Learning Outcomes referred to in the Home Education Regulation.

PART A Student Information

- Notification of Intention to Home Educate with a new associate board or associate private school.
Notification of Renewal of Intention to Home Educate with the same associate board or associate private school.

1. Legal Surname \_\_\_\_\_ Legal Given Name(s) \_\_\_\_\_

2. Birthdate: \_\_\_\_\_ 3. Gender (M/F): \_\_\_\_\_ 4. Registration Date: \_\_\_\_\_
(mm / dd / yyyy) (mm / dd / yyyy)

5. Student Also Known As: \_\_\_\_\_ Surname \_\_\_\_\_ Given Name(s) \_\_\_\_\_

6. The name of the student's parent (as defined in the School Act, Section 1(1)(q) and (2)):
(last name) Mother \_\_\_\_\_ (first name) Mother \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ / \_\_\_\_\_
Home Phone Work/Fax
(last name) Father \_\_\_\_\_ (first name) Father \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_ / \_\_\_\_\_
Home Phone Work/Fax

Family E-mail Address: \_\_\_\_\_ Alberta Education I.D. # \_\_\_\_\_

(To be provided by the school)

7. The address and telephone number of the student:

Street address or legal description (Area code) Telephone number

Community Province Postal Code

The address and telephone number of the parent (if different from the student's):

Street address or legal description (Area code) Telephone number

Community Province Postal Code

8. The address where the education program is to be conducted (if different from the above):

Street address or legal description (Area code) Telephone number

Community Province Postal Code

9. The citizenship of the student and, if the student is not a Canadian citizen, the type of visa or other document by which the student is lawfully admitted to Canada for permanent or temporary residence, and the expiry date of that visa or other document:

\_\_\_\_\_

10. The estimated grade level of the student: \_\_\_\_\_

11. The name of the resident school board: \_\_\_\_\_

12. Education program and name of school or name of associate board or associate private school for the previous school year: \_\_\_\_\_

13. Is assistance required in preparing the home education program plan? (Check one)  Yes  No

14. Provide the name of the person(s) providing the home education program or instructing the home education program, if not the parent: \_\_\_\_\_

15. a) **For associate school boards** – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

Status Indian/First Nations  Non-Status Indian/First Nations  Métis  Inuit

*Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. Alberta school boards are also collecting this information pursuant to the same section in conjunction with section 2(1)(t) of the Student Record Regulation and for the same purposes.*

For further information or if you have questions regarding the collection activity, please contact the office of the Director, Aboriginal Policy, Policy Sector, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501. If you have questions regarding the collection activity by your school board, please contact the School Board Superintendent.

b) For associate private schools (if private school is a Level 2 Accredited Funded Private School) – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

- Status Indian/First Nations       Non-Status Indian/First Nations       Métis       Inuit

*Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act) as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success.*

*Pursuant to section 13 and 14 of the Personal Information Protection Act (PIPA), Level 2 accredited private schools in Alberta are collecting this information in order to develop policies, programs and services to improve Aboriginal learner success.*

For further information or if you have questions regarding the collection activity by Alberta Education, please contact the office of the Director, Aboriginal Policy, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501. If you have questions regarding the collection activity by the school, please contact the school principal.

16. Section 23 Francophone Education Eligibility Declaration

*Section 2 (1) of the Student Record Regulation states that:*

\*To be completed only if associate board is supervising Home Education

*The student record of a student must contain all information affecting the decisions made about the education of the student that is collected or maintained by a board, regardless of the manner in which it is maintained or stored including (s) if the parent of a student is eligible to have the student taught in the French language pursuant to section 23 of the Canadian Charter of Rights and Freedoms, a notation to indicate that and a notation to indicate whether the parent wishes to exercise that right.*

Pursuant to Section 23 of the *Canadian Charter of Rights and Freedoms*:

Citizens of Canada

- whose first language learned and still understood is French; or
- who have received their primary school instruction in Canada in French have the right to have their children receive primary and secondary instruction in French; or
- of whom any child has received or is receiving primary or secondary school instruction in French in Canada, have the right to have all their children receive primary and secondary school instruction in the same language.

In Alberta, parents can only exercise this right by enrolling their child in a French first language (Francophone) program offered by a Francophone Regional authority.

A. According to the criteria above as set out in the *Canadian Charter of Rights and Freedoms*, are you eligible to have your child receive a French first language (Francophone) education? (Please place an X in the appropriate box.)

- Yes       No       Do not know

B. If yes, do you wish to exercise your right to have your child receive a French first language (Francophone) education?

- Yes       No

**PART B Declaration by Parent**

I/We, \_\_\_\_\_, the parent(s) of \_\_\_\_\_ the student, declare to the best of my/our knowledge that the home education program and the activities selected for the home education program will enable the student (check as applicable):

- to achieve the outcomes contained in the Alberta Programs of Study.  
 to achieve the outcomes contained in the Schedule included in the *Home Education Regulation*.

In addition, I/We understand and agree that the instruction and evaluation of my/our child's progress is my/our responsibility and that the associate board or private school will supervise and evaluate my/our child's progress in accordance with the *Home Education Regulation*.

I/We understand and agree that the development, administration and management of the home education program is our responsibility.

Parents who provide home education programs acknowledge that there are implications when they choose to use programs different from the Alberta Programs of Study:

- 1. Students may not apply to a high school principal for high school credits.
- 2. Students may not receive an Alberta High School Diploma.

Any student in a home education program may write a high school diploma examination. However the diploma examination mark achieved will stand alone and will not result in a final course mark unless accompanied by a recommendation for credit by a high school principal. A final course mark requires both a school awarded mark and a diploma examination mark. Arrangements to write diploma examinations should be made well in advance of the writing date by contacting the associate school board or associate private school for assistance or Learner Assessment Branch at 780-427-0010.

\_\_\_\_\_  
 Signature(s) of Supervising Parent(s) or Legal Guardian(s) (mm / dd / yyyy)

### PART C Associate School Board or Associate Private School Notification of Acceptance

As per Section 2(3) of the *Home Education Regulation* the associate board or associate private school must reply in writing to the parent not more than 15 school days after the date on which it is notified whether it agrees to supervise or continue to supervise the Home Education Program.

This agreement  is accepted  is not accepted by the  is provisionally accepted by

\_\_\_\_\_  
(Print the name, address and phone number of the associate board or private school)

\_\_\_\_\_  
 Signature of Superintendent or Principal (mm / dd / yyyy)

### PART D Requirements for the Home Education Program for Components of the Program that Do Not Follow the Alberta Programs of Study

If portions of the student program will enable the student to achieve the outcomes contained in the Schedule included in the Home Education Regulation, please attach according to this Form the required written description of the Home Education Program for a student who is following the *Schedule of Learning Outcomes for Students Receiving Home Education Programs That Do Not Follow the Alberta Programs of Study*:

- 1. Describe in the home education program plan, the instructional method to be used, the activities planned for the program and how the instructional method and the activities will enable the student to achieve the learning outcomes contained in the Schedule.
- 2. Identify the resource materials, if different from provincially authorized materials, to be used for instruction.
- 3. Describe the methods and nature of the evaluation to be used to assess the student's progress, the number of evaluations and how the evaluation addresses the learning outcomes in Question 1.
- 4. Describe the associate board or associate private school facilities and services that the parent wishes to use.

Please let us know more about your plans for home educating your son(s) and/or daughters(s) by placing a “YES” or “X” in the appropriate boxes below.

Today’s date: \_\_\_\_\_

Parent/Guardian: Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Home Educated Student: Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Student’s email address: \_\_\_\_\_

**PART 1: Funding Choices**

I/We Accept: (Choose One)	
<input type="checkbox"/>	The full Home Education Grant amount for my son or daughter. <i>This checkbox signifies that you accept the government provided funding for your son or daughter. The vast majority of families answer "Yes", but some families do decide to not accept the funding.</i>
<input type="checkbox"/>	Out of Province <i>This checkbox signifies that you are ineligible for funding because of your out-of-Alberta residency status. Some home schooling families from outside of Alberta have chosen to use the administrative and consulting services of thee, so we have included this section on our form.</i>
<input type="checkbox"/>	Decline Funding <i>This checkbox signifies that you refuse to accept the home education grant funds from the Alberta government.</i>
<input type="checkbox"/>	Late Notification <i>This checkbox signifies that you are registering with thee after the registration close date (i.e. after the "count date") and that you are acknowledging the fact that your son(s) or daughter(s) are ineligible for funding for this school year. We at THEE do not charge a fee to you to join us after the count date for the facilitation services which we provide to you and to your home schooler.</i>

**PART 2: Assessment Choices (optional)**


A.	Canadian Achievement Test (CAT3) (Grades 1-12)	<b>Yes</b>	<b>No, thanks</b>
<i>Please note that the CAT's are only available <b>twice</b> per year. Please select the period in which you would like your child to complete the test. (Choose One)</i>		<b>January</b>	<b>May</b>
B.	Provincial Achievement Test (Grades 6 & 9)	<b>Yes</b>	<b>No, thanks</b>
C.	Student Learning Assessment (Grade 3) Fall & Spring assessments	<b>Yes</b>	<b>No, thanks</b>

**PART 3: Additional Information**

A.	Copy of Birth Certificate <i>In accordance with the regulations governing student record keeping, we <b>must</b> have a copy of each child's birth certificate in our files.</i>	On File Enclosed Will Follow
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B.	Please let us know if you are A. new to home education, or B. new to THEE but not new to home schooling
C.	Does this student have a Custody Agreement in force? Yes <i>If Yes, you must include a copy of the most recent Custody Agreement so the administration of thee can verify who has legal access to view student records.</i>  No
D.	Does this student have a former, pending, or open case against him/her from the Attendance Board for truancy?  Yes     If yes, please state the name of school authority that referred your son or daughter to the Attendance Board.  No  *NOTE: Failure to properly disclose any and all information related to Attendance Board cases will result in the rejection or termination of your child's home schooling program

**PART 4: High School Program**

1. Please Initial:  	High School Method of Completion <i>High School students may pursue a Home Education route, a "for credits" route, or a combination of Home Education and credits.</i> <i>NOTE: per the requirement in the Home Education Regulation, Section 2(4), we must notify you of "any implications that a Home Education program may have on the student's eligibility to be granted high school credits under section 6."</i> Our high school coordinator and/or your facilitator will be happy to help explain these implications to you. Essentially, the "implications" are that your Home Education studies and learning typically do not translate into (or earn for the student) high school course credits of Alberta Education courses. Thus a student following a "traditional" Home Education learning program will not be eligible to earn high school course credits or the high school diploma.
2.	Jr. High and Sr. High School Tutoring Program <i>Students who are planning to earn credits for high school courses can take advantage of our online and live tutoring program. Please contact our high school coordinator for the details.</i>
3.	High School Graduation Ceremony <i>We honour our high school graduates at our annual Graduation Banquet and Ceremony in June.</i>

**PART 6: Submitting the Notification Form**

<ul style="list-style-type: none"> <li>• Please sign and submit this form electronically.</li> <li>• Using a Smartphone, you may photograph each of your child's births certificate (if applicable) and then email them to <a href="mailto:office@thee.ca">office@thee.ca</a>, you may scan-and-email them to <a href="mailto:office@thee.ca">office@thee.ca</a>, or you may fax them to (780-467-5514).</li> <li>• If you prefer to use mail, please mail a copy to 2 Athabasca Avenue, Suite 201, Sherwood Park, Alberta T8A 4E3.</li> <li>• If you need assistance, please contact us at 780-467-5511.</li> </ul>
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Thank you!