

## **Enrolling in a Queen Anne's County High School from Home Instruction**

There are two high schools in the county:

Kent Island High School  
900 Love Point Road  
Stevensville MD 21666  
(410) 604-2070

Queen Anne's County High School  
125 Ruthsburg Road  
Centreville MD 21617  
(410) 758-0500

- I. If a student is entering the 9<sup>th</sup> grade without ever attending high school before, the parent/guardian should go to our website [www.qacps.org](http://www.qacps.org) and register via the link on our homepage ~ New Student Registration. Then the parent/guardian should contact the appropriate high school guidance department and make an appointment to enroll their child. In addition to the items required to enroll (birth certificate, immunization record, and proof of residence . . . ) the parent must also provide proof that the student has completed the 8<sup>th</sup> grade.
- II. If a student has earned high school credit online through Griggs International Academy, Calvert School, Pearson Online Academy, or Wellspring Christian Family Academy the parent should contact the appropriate high school guidance department and make an appointment to complete the enrollment.. In addition to the items required to enroll (birth certificate, immunization record, and proof of residence . . . .) the parent must also provide a transcript of credits earned.
- III. If a student has earned high school credit in a program other than the entities that were listed above the following procedure must be followed:
  - Contact the Guidance Office at the appropriate High School after completing the online registration via our website.
  - Parents will be asked to provide a portfolio of work, syllabus of course content and/or textbooks
  - The School Counselor/ Academic Dean will schedule the student to take a departmental final examination in the specific courses for which the student is seeking credit. Credits may be earned by scoring 70% or higher in each final examination taken.
  - **Only credits toward graduation will be granted – no grades.** The student's GPA will be determined by grades earned at a public or accredited private/ nonpublic school. Grades provided from a tutorial service or umbrella group while the student was home instructed will not be accepted.
  - If the parent disagrees with the decision, that decision may be appealed in writing to the appropriate academic content area supervisor in a timely manner.

**NOTE: At least 4 weeks should be scheduled for this process.**

A class schedule will be set based upon state graduation requirements and credits awarded from home instruction.