PASCO-HERNANDO STATE COLLEGE

NON-PUBLIC PRIVATE SCHOOL/HOME SCHOOL DUAL ENROLLMENT GRADE LEVEL CERTIFICATION

Student Name _____ **Date** _____

Social Security Number or PHSC Student ID# _____ **Current Grade Level** _____

Date of Birth _____ **Parent/Guardian Name** _____

Student Address _____ **City** _____ **State** _____ **ZIP** _____

Required Grade Level Documentation

To establish Grade Level Certification, choose option 1 or 2 and submit form (and supporting documentation) for each student.

Option 1

An official transcript from a regionally accredited program. For students enrolled in the Florida Virtual School, a Grade Builder Summary and Progress Report by subject must be submitted. To determine the unweighted grade point average (GPA) for home school/non-public private school students taking classes through the Florida Virtual School, the parent/principal/director must provide the calculated GPA using online GPA calculator links, such as: http://www.everyday-education.com/gpacalc/index.shtml or http://www.calculator.net/gpa-calculator.html Either site provides the ability to calculate a cumulative GPA. Attach to this form documentation of how the unweighted GPA was calculated.

OR

Option 2

A written educational evaluation from a Florida Certified Teacher, who is not employed, affiliated or related to the non-public private school or home school. The written educational evaluation must be signed by the Florida Certified Teacher and include his/her Florida Department of Education (DOE) number, type of certification, and validity period. A Florida Certified Teacher must complete the following:

On_____ I, _____ ,
date teacher name

a Florida Certified Teacher, evaluated the above named student in accordance with Florida Statute 1002.41, and I find that s/he has completed the _____ grade, and is ready to continue instruction at the _____ grade level.

Teacher Name _____ **Certificate Number** _____

Teacher Signature & Date _____ **Expiration Date** _____

Grade Level Determination (PHSC use only)

Based on documentation provided, it has been determined that the above named student is at the _____ grade level.

Vice President of Instruction/Provost, West Campus or designee _____ **Date** _____