2017-18
Admission Application

Please return application to the:
RESOURCE CENTER OFFICE
410 South 3rd Street Gadsden, AL 35901
Office Hours: Thursdays, 12-4 pm
(except during the months of June and December and posted holidays)
OR
Mail application to:
PATHWAYS ACADEMY
Attention: Admissions Application
P.O. Box 411
Gadsden, AL 35902

CONTACT INFORMATION:
(256) 494-1600
www.pathways-academy.org
pathwaysacademy@hotmail.com
Making the Decision to Homeschool

Homeschooling is a very rewarding experience, but can also be very trying and stressful. We believe the rewards far outweigh the negatives, but you'll need to look at your own life when making the decision to homeschool or not.

- **Your Schedule:** You'll need to look closely at your schedule and maybe clear a few things out if you're already overbooked. In addition to the daily lessons, homeschooling also requires time for planning, record keeping and outside activities. It's not difficult to make homeschooling a part of your daily routine, but it does need to be a priority.

- **Your Finances:** Most homeschool families live on one income or an income and a half. It is possible to homeschool with both parents working full time, but usually requires creative scheduling and/or the help of other family members.

- **Your Household:** Homeschooling will add a whole new dimension to your household. You'll need space for books and supplies, as well as a desk or table to work at. The dining room table generally works fine. If you're a stickler for a spotless house, you might be in for a surprise. Homeschooling can create messes and clutter in itself. But, household chores can be worked into the schedule, either before or after school work is done. The best news is that, as a homeschooler, chores can be counted towards a Home Ec./Life Skills grade.

- **Your Commitment:** It is best if the whole family is in agreement on homeschooling and some might need time to get used to the idea. Don’t feel like it's an all or nothing decision. You can commit to it for a year and then reevaluate. Having said that, the first year is the most difficult, so the second year will probably go smoother. It is perfectly okay to put your children back in school or in school for the first time after homeschooling them. Keep good records and the transition should be fine.

- **Socialization** - More attention will need to be given to getting your children together with others. The beauty of homeschooling is being able to have more control of the social contacts your child makes. Club participation (Beta Club, Key Club, 4-H, American Heritage Girls, Boy Scouts, K.I.D.S. Club) field trips, homeschool park days, & co-op classes are excellent socialization opportunities.

- **Both parents need to be in agreement** - It is important that both parents agree to try homeschooling. It is very difficult to homeschool if one parent is against it. If your spouse is against it at this time, try doing more research and talking to more people about their student’s successes.

- **Is your child willing?** - A willing student is always helpful. Ultimately, the decision is the parents to make, but if your child is dead against it, you might have a hard time of it.

- **One year at a time** - It isn't a lifetime commitment - most families take one year at a time

- **Intimidated by the teaching?** – If you can read and write, you should be able to teach your children. The curriculum and teacher materials will help through the planning and teaching. But, if you and your child(ren) get involved in the homeschool community, you'll be able to get help from others if you get stuck. You might also consider co-op classes or hiring tutors for the more difficult subjects.
PATHWAYS ACADEMY INFORMATION AND SERVICES

FINDING YOUR HOMESCHOOL PATH...

Thank you for considering Pathways Academy for your family’s educational needs. Pathways Academy is a state-wide homeschool covering for families living in Alabama. At Pathways, we believe the paths to education begin at home and that parents should have a choice in educating their children. We welcome and accept students from all over the state of Alabama regardless of religion, culture, or race.

Pathways Academy is the largest cover school in the Etowah County area. We have been dedicated to assisting homeschool families for over 15 years. Each of our administrators has at least one child who has graduated with a homeschool diploma and is successfully navigating college and work. Hundreds of students have been equipped to face the challenges of life because of the opportunities available through enrollment with Pathways. We would love to offer your student(s) the same opportunity!

We invite you to explore our school website, www.pathways-academy@hotmail.org, for more information about our school. If you still have questions or concerns, please feel free to email us any time, pathwaysacademy@hotmail.com, or call our Resource Center, 256-494-1600, during Thursday office hours from noon-4pm.

The Pathways Academy Resource Center is located in the downtown Gadsden area near Riverview Hospital.

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PLEASE NOTE: THE PATHWAYS ACADEMY SCHOOL OFFICE CLOSES FOR SUMMER BREAK after Thursday, May 25, 2017. It will RE-OPEN AT NOON ON THURSDAY, JULY 13, 2017. The Resource Center office is always closed during the months of June & December and during posted holidays & scheduled school events. (Check calendar on the school website).

ADMISSION POLICIES & SCHOOL REQUIREMENTS

Please read and fill out the forms in this admission packet very carefully. The admission paperwork may be submitted via mail or can be returned to the Resource Center office during open office hours. A $25 non-refundable application fee should be submitted with your family’s application. The school office is open on Thursdays from noon-4pm. The school office is closed during June and December (& some holidays & events.) Check the website calendar for details.

Each family is required to have an email address prior to admission as we communicate primarily through email, our school website and blog, our Facebook page, and our Yahoo support group. This email will be used to register with homeschool reporting and to keep families updated in regards to events, deadlines, and other valuable information.

High School Seniors will not be admitted after September 1st of the school year in which they plan to graduate.

Students who have been suspended or expelled from school may not be eligible for admission, except by special arrangement and under probationary conditions which may include additional requirements at the High School Administrator’s or Academic Advisor’s discretion.

Withdrawing your child(ren) from their previous school before receiving notice of acceptance for enrollment is NOT RECOMMENDED. Please do not withdraw your child(ren) until your family has been told to do so by a Pathways Academy administrator.

Pathways Academy Staff are NOT RESPONSIBLE for TRUANCY CHARGES arising prior to admission with our school. Instructions for withdrawing your child(ren) from the previous school will be given in your acceptance notification or during your family’s orientation meeting.

Any Parent-Educator / Guardian providing false information during the application and admission process will cause a family’s file to be dismissed and enrollment will be terminated immediately.
Pathways Academy exists to support the long-term commitment of dedicated home educating families. Education is not only a wonderful gift to give our children, but a responsibility. Established policies and requirements are designed to promote integrity, honesty, and excellence in learning.

Enrolled families are contracting for enrollment in order to satisfy the compulsory attendance requirement of our state. This is the service provided for the contractual tuition price. This contract is renewed annually, and either party may choose not to renew the contract. Other services and/or activities may be provided by the school as a benefit of enrollment, but these services are not guaranteed unless they are recorded in the teacher contract.

Pathways Academy submits a church school enrollment form for each child on the parent-educator/guardian’s behalf, satisfying the requirements of Alabama legal code 16-28-7. The original is submitted to the superintendent’s office for the school district in which the student would attend public school. A copy is given to parents for their record storage and a copy is retained in the family’s file at the school office.

Pathways Academy strives to maintain a record of each child’s academic work, as submitted by the parent-educator/guardian on each student’s SEP (student Education Plan.) When grades are submitted in accordance with the school’s reporting requirements, a transcript will be constructed representing each year of study for which the student has been enrolled with Pathways Academy. Transcript Requests are required and 10 day advance notice must be given.

**PATHWAYS ACADEMY REQUIREMENTS:**

140 days of instruction for K-8; 180 days of instruction for grades 9-12

An SEP (Student Education Plan) submitted by September 15 or within 15 days of orientation for late enrollments

Two progress reports submitted annually (1 per semester, per student).

All homeschool methods & curriculum allowed.

Working and single parents welcomed.

All faiths accepted; statement of faith is not required.

**We offer 3 High School diploma options**


An approved graduation exam and 2 credits of Biblical studies are required for high school graduation. *

*Please see the Pathways High School Handbook for credit requirements and course suggestions.

**STUDENT EDUCATION PLAN/PROGRESS REPORTS REQUIRED**

Alabama state regulations require Parent-Educators to keep attendance. Therefore, parents must maintain attendance records and record each student’s total attendance on his/her Progress Report each semester by the reporting deadline.

While state law does not require grades to be kept, Pathways Academy does requires grades for the purpose of transcript and scholarship preparation. Parent-educators are required to submit a Student Education Plan (SEP) listing the goals & materials to be used to complete coursework per subject. An SEP for each enrolled student is due the week of September 15 of each academic year or if enrollment is later, within 30 days of completing new family orientation.

A PROGRESS REPORT (grades & attendance) is required for each student twice a year during the weeks of December 1 and May 31 of each academic calendar year. The progress report consists of information concerning the grades or progress made in each selected course of study as outlined on the student’s education plan (SEP). Furthermore, all high school students should also have an updated Diploma Evaluation Worksheet (DEW) filed by May 31 of each school year.

Parent-Educators are responsible for the submission and storage of their child(ren)’s SEP, Progress Reports, and Diploma Evaluation Worksheets (for high school). These Reports should be submitted to the school office by the scheduled reporting dates. It is the teaching parent/guardian’s duty to store grades & attendance records. Parent/Guardians should be aware that Pathways Academy is not responsible for, nor should our office be considered, as the primary storage method for your child(ren)’s permanent records. All Parent/Guardians are required to keep records for their own family.
PATHWAYS ACADEMY FEE AND TUITION POLICIES

• Enrollment Fees are established annually by the Pathways Academy leadership board.
• Enrollment Fees are per family, not per student.
• An application fee of $25 is due at the time the application for admission is submitted. The application paperwork for admission will not be considered complete, and therefore, not eligible for admission to be determined, until the application fee is paid. The application fee is not refundable.
• A registration fee (paid in the first year only) of $50 and tuition of $125 (to be paid annually) will be required when your family's enrollment application is accepted. Upon notice of acceptance for enrollment, families are asked to pay the registration fee and tuition fee to complete the enrollment process. Payment will be expected by the New Family orientation meeting. Registration and Tuition fees are not refundable.
• The cost of books, activities, field trips, educational materials, standardized testing, the graduation exam, diploma fees, and participation in the graduation and awards ceremony are NOT COVERED by tuition fees.
• Tuition is not prorated. The Pathways Administrators and office staff spend the same amount of time, paperwork, and effort assisting every family regardless of the date of their enrollment.
• Enrolling families enter into an agreement for services which extend until the following May 31 each school year. Families who breach this agreement and terminate their homeschooling contract early are not entitled to a return of any application, registration, or tuition fees.

RE-ENROLLMENT and PAYMENT of TUITION FEES are REQUIRED EACH YEAR.
The Pathways Academy Re-enrollment Period always begins the third full week of May. The Re-Enrollment and Tuition Deadline is always set for the 3rd Thursday in August.

WARNING: Families who DO NOT COMPLETE their Enrollment or SUBMIT Re-Enrollment in a timely manner may risk TRUANCY CHARGES with their local Board of Education. Our school is required by law to report all non-enrollments to the Board of Education at the beginning of each academic year and whenever a student’s enrollment has ceased. However, we do promise that your family’s annual tuition rate is guaranteed not to increase as long as your family’s enrollment remains concurrent and in good standing, which means submitting SEPs and re-enrolling by the deadlines.

ENROLLMENT CHECKLIST

An application for admission requires the following items to be submitted:

1. Relationship to Public School Statement form
2. New Family Enrollment Form (only one form per family)
3. Teacher Application & Teacher Contract Signed
   (Note: The contract is page 3 of the teacher application)
4. Student Registration Form (Please fill out one per student; make copies if necessary.)
5. A Reference Request form
6. A Background Check form
7. Liability Release Form (both parents sign; notarized signature for Joint custody/non-custodial parent)
8. Payment of the Application Fee ($25) should be submitted with enrollment application.

All applications for admission will be reviewed within 7 days (except during the months of June and December when the Resource Center is closed.) A staff member will E-MAIL the teaching parent a letter of acceptance or denial via the email address provided in your admission paperwork. If admission is denied, all copies of personal documentation you may have provided to the school office (birth certificate, transcript, & driver’s license) will be shredded for security purposes.
Upon notice of acceptance, each family needs to provide the following items to complete enrollment:

1. A copy of Birth Certificate for each student enrolling with Pathways Academy

2. A copy of the teaching parent’s driver’s license, or other state issued picture ID will be required for each family’s file. (I.D. can be copied in Pathways Academy school office, if necessary.)

3. A Transcript of all school work (required of all new high school students)

4. After notification of acceptance for admission, payment of the registration fee ($50) & tuition payment ($125) are required to complete enrollment.

5. Any divorced parent seeking enrollment with Pathways Academy will need to supply the school office with a copy of the custody agreement for any child(ren) enrolled with Pathways Academy. Furthermore, any parent/guardian who shares joint custody with a non-custodial parent will need to have the Liability Release form signed and notarized by the non-custodial parent before the enrollment process can be completed.

6. Enrollment is not complete until all required paperwork has been submitted, full payment has been made, and the Church School Enrollment Form, the required notification to the Board of Education, has been signed by the parent-teacher/guardian. The Church School Enrollment Form will not be sent to your local Board of Education until ALL PAPERWORK and FEES have been received in the school office and ORIENTATION has been completed.

**NEW FAMILY ORIENTATION SESSION REQUIRED**

Newly enrolling families are required to attend a New Family Orientation session. Orientation sessions are 1 ½ hours & scheduled regularly as long as enrollment is open. Teaching parent is required to attend. Other family members are welcome, provided adequate space is available. This is the only meeting required for ENROLLMENT.

**CHOOSING SCHOOL CURRICULUM, CORE COURSES, and ELECTIVES**

Families are responsible for the selection and purchase of necessary curriculum, the cost of which is NOT included in the family’s tuition. Please consult the Pathways Academy website for more information on curriculum choices. Upon request, our staff is always willing to provide suggestions and recommendations based on curriculum choices they have made or are familiar with. Parents of High School students are encouraged to make an appointment with our High School Advisor. The Curriculum Corner sells used homeschool books & learning materials on a consignment basis. It is open from 1-3pm on the 2nd and 4th Thursdays of each month during regularly scheduled office hours at the Resource Center.

**NSF AND LATE FEES NOTICE**

Failure to satisfy outstanding financial obligations in the prescribed manner is a violation of school policy.

Pathways Academy levies a charge for all returned checks. The current charge for a returned check is $35.00, which is the fee our bank charges the school. Families will be given 30 days to submit payment and pay NSF charge. Non-payment will result in dismissal. Student transcripts will not be issued until re-payment & NSF fee have been paid in full.

A late fee of $25.00 will be accessed during the 10 day grace period for re-enrollment. Notice will be made by email and phone contact. If we have not heard from the parent-educator within 10 days of the re-enrollment deadline, your family’s file will be closed. Notice will be given to your local Board of Education, as is required by the church school law.

If your family chooses to re-enroll after your file has been closed, you will be required to re-enroll as a new family. Re-admittance is at the discretion of the Pathways Academy School Board. If a family is allowed to re-enroll, the current new family registration fee and tuition rate will apply.

Student records will not be transferred to a new school until all outstanding financial obligations have been resolved.

Pathways Academy is not responsible for the educational achievement of enrolled students. Parent-Educators are considered to be teachers in satellite classrooms and as such, they are solely responsible for selecting curriculum; instructing and testing; providing adequate socialization opportunities; and maintaining attendance record & grades for any child(ren) they have enrolled with Pathways Academy. Parent-Educators assume full, total, and absolute responsibility for their child(ren)’s education, which is the definition of home education.
Relationship to the Public Education System

Pathways Academy is an Alabama church school as defined in Alabama law code 16-28-1. Aside from submission of a church school enrollment form for each student being submitted to your local Board of Education upon enrollment, our school operates entirely independent of the public education system.

ACCREDITATION

- We are not accredited by the Alabama Department of Education.
- We are not accredited by the Southern Association of Colleges and Schools (SACS).
- We are not accredited by any organization recognized by the Alabama Department of Education.

Pathways Academy does not seek accreditation with any organization. Accreditation checks for teacher certification, a required amount of floor space per student, a required number and type of books available in the school library, etc. As such, adherence to state criteria for accreditation would be in direct opposition to a family’s ability to homeschool.

TRANSFER OF CREDIT

Each school, including ours, determines the guidelines by which it will or will not receive credit for work completed at other educational institutions. The position of the Alabama Department of Education with regards to credits transferred is as follows:

- Elective credit is transferred without validation
- Core courses (Math, Science, English, History) may be accepted based on nationally normed standardized test scores, or upon successful completion of the most recent semester examination for each prerequisite core course for which credit is being requested
- In the absence of acceptable school records, placement tests will be administered

Contact your local public school system for a complete copy of their policies regarding transfer of credits.

RECOMMENDATIONS

- Both the decision to homeschool and the decision to terminate homeschooling should be carefully considered. A consistent and stable environment is essential for learning to occur.
- Pathways Academy recommends participation in standardized testing, regardless of grade level, before attempting to enroll in a public school. We recommend online testing options which can be taken at home.

TRANSCRIPT POLICY

- If the parent-educator complies with our reporting requirements, an official transcript will be prepared for each complete academic year at the speed and cost stipulated in the enrollment contract.
- If reporting requirements are not fulfilled, a transcript will not be prepared, and enrollment will terminate 30 days after the reporting deadline. The requesting school will be told there are no records to be sent.
- Transcripts are not provided for a portion of the school year, as per the enrollment contract.

I have read and understand the information and Pathways Academy policies as stated above. I understand that this form may be provided to any school requesting records for my children.

Parent-Teacher’s Signature ___________________________ Date ___________________________

Parent-Teacher’s Printed Name ___________________________
PATHWAYS ACADEMY
NEW FAMILY INFORMATION FORM

This form should only be used by families who are seeking to enroll with Pathways Academy. Please read the form carefully and fill out all areas. This form may be returned to the Pathways Academy Resource Center during office hours on Thursdays from 12-4 p.m. or mailed to P.O. Box 411, Gadsden, AL 35902. The return of this form does not constitute enrollment in Pathways Academy. Please do not withdraw your child(ren) from the public school before being advised to do so by the Pathways Academy Administrators. Thank you!

Teaching Parent/Guardian’s Name

DOB:

Home Address: ___________________________ City: _______ ZIP: _______

Phone: ___________________________ Cell: _______ Email: ___________________________

Profession (present or former): ___________________________ Employer: ___________________________

Spouse’s Name

DOB:

Profession (present or former): ___________________________ Employer: ___________________________

Students must be enrolled by a legal parent/guardian. Are the parents of any child(ren) to be enrolled divorced or legally separated? YES/NO?

If YES, the enrolling parent will need to provide proof of custody prior to enrollment. Please consult with a staff member for further information.

Primary Instructor (If not a parent/guardian):

Phone: ___________________________ Cell: _______ Email: ___________________________

School District that your family currently resides in: ___________________________

Church your family attends: ______________________________________________________

STUDENT INFORMATION

(Please note that you cannot enroll new students simply by adding them to this form. A Church School Enrollment Form is required.)

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<tr>
<th>Full Name of All Student(s) to Be Enrolled</th>
<th>Age</th>
<th>Birthdate</th>
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PLEASE READ AND COMPLETE BEFORE RETURNING FORM TO SCHOOL OFFICE:

It is your responsibility to notify Pathways Academy of any changes in address and/or phone number in a timely manner. Pathways Academy cannot assume the burden for tracking down new information. It is the responsibility of the enrolled family to ensure that correct information is supplied for the receipt of school correspondence throughout the year. If your mail is returned, every effort will be made to contact you. However, if you cannot be reached, your file will be closed and the Board of Education will be notified that you are no longer enrolled with Pathways Academy. To avoid such action being taken, please notify us if any of your contact information changes.

Please note: A new Church School Enrollment Form (CSEF) is required if you move from current address listed above. Please supply the school office with a new address within 5 days of moving and make an appointment with us to fill out an updated CSEF.

New Enrollment Checklist--please read carefully and initial in the blanks before returning form:

_____ I understand that I must pay a $25 non-refundable application fee with my enrollment paperwork. A $50 (one time) registration fee & annual tuition fee of $125 will be due upon enrollment for a total of $200. All fees are non-refundable & will not be prorated at any time, regardless of date of enrollment.

_____ I understand that curriculum/textbooks are not included in the fees. Furthermore, parents are responsible for purchasing curriculum, providing lessons and instruction, keeping attendance, and reporting grades.

_____ I understand I will be required to file a student education plan (SEP) and a progress report each semester.

_____ I will read the guidelines and policies in the Pathways Academy Handbook and abide by them.

_____ I will keep Pathways Academy informed of any changes to phone number, home address, or email address.

_____ I will re-enroll or give notice of withdrawal to Pathways Academy by the 3rd Thursday in August of each year.

_____ I will not hold Pathways Academy, nor its affiliates, staff, or volunteers responsible for the education of my child(ren) including, but not limited to; curriculum choice, method of education, grades and/or attendance.

By my signature, I acknowledge that I have read this form in its entirety, understand its contents, and have filled it out truthfully to the best of my knowledge. I agree to abide by the policies stated herein.

Teaching Parent/Guardian’s Signature______________________________________ Date ________________

Pathways Academy is a Homeschooling Ministry of the Pathways Family Fellowship
IDENTIFICATION OF TEACHING PARENT / GUARDIAN:
Full Name: ____________________________________________________________
Address: ____________________________________________________________________________
Phone: __________________________ Email: ___________________________________________
Driver’s license: __________________________ Marital Status: __________________________
(You must present original driver’s license or state-issued ID.)

EDUCATIONAL BACKGROUND:
Highest level of education achieved: __________________________________________
Graduation date: __________ Field of Study: _________________________________________
Degree Earned: __________________________ Educational Institution: _________________

SPOUSE’S NAME: __________________________
Profession (present or former): _________________________________________________
Employer: __________________________

PLEASE NOTE: All children must be enrolled by a legal parent/guardian. If a parent is divorced or legally separated, the enrolling parent will need to provide proof of custody for his/her child prior to enrollment. Questions? Please consult with an administrator.

PREPARATION TO FACILITATE LEARNING:
Have you homeschooled before? YES or NO? If yes, for how many years? _______
If yes, why are you changing cover schools? _______________________________________
How have you prepared for your role as a homeschool educator?_________________________
How do you plan to train for this important task? _________________________________
How did you find Pathways Academy? __________________________________________
Have you been referred by anyone? ______________________________________________

CLASSROOM ENVIRONMENT:
Would your home be considered healthy and habitable by the average person? YES or NO?
Is there adequate room to devote to learning activities and storage of materials? YES or NO?
Are you willing to spend money on educational materials and learning activities? YES or NO?
Does anyone live in your home who is not a legal or biological member of your immediate family?
If so, please explain and give their relationship to your child(ren). ______________________
____________________________________________________________________________
SPIRITUAL BACKGROUND:
Have you made a personal commitment to Jesus Christ? YES or NO?
Has your spouse made a personal commitment to Jesus Christ? YES or NO?
Are you currently active in a church? YES or NO?
Church Name: ______________________________ Pastor’s Name: __________________________

LEGAL SITUATION:
Are you a citizen of the United States or a legal resident herein? YES or NO?
Do you have the legal standing to make educational decisions for student(s)? YES or NO?

Do you have a case open with DHR, health department, or the juvenile justice system? YES or NO?
If yes, please explain:

Are there truancy/attendance issues with the former school? YES or NO?
If yes, please explain:

Are there pending judicial decisions for anyone in the home? YES or NO?
If yes, please explain:

Are there any drug and alcohol problems in the home? YES or NO?
If yes, please explain:

Are there any mental health issues in the home which might affect your ability to homeschool? YES or NO?
If yes, please explain:

* The parents of children enrolled in Pathways Academy are considered to be teachers in satellite classrooms. As such, Parent Teachers are solely responsible for selecting curriculum; instructing and testing their children; providing adequate socialization opportunities; and maintaining each student’s attendance record and grades.
* Parent Teachers are required to submit an SEP (student education plan) for each enrolled student as follows: A Student Education Plan (SEP) is due on September 15 or within 30 days of enrollment. A 1st semester Progress Report (record of attendance & grades) should be submitted the week of December 1 for each student enrolled. 2nd semester progress reports are due the week of May 31. (Dates change for Seniors).
* Failure to submit SEPs and Progress Reports to the School office in a timely manner may lead to issues with your child(ren)’s transcripts, and could also result in termination of enrollment with Pathways Academy.
* Parent Teachers must notify the School office promptly of any contact by public school officials, and any change of address, phone, or email contact. Failure to notify the School of changes to contact information may result in truancy issues with the local Board of Education and may result in termination of enrollment.
* Parent Teachers must re-enroll and pay tuition by the enrollment deadline each year (which is the third Thursday in August). Families failing to do so will be given a notice and a $25 late fee will be added to tuition. After 2 weeks’ notice, any further delay in enrollment will result in notification to the local Board of Education, as required by the Alabama Church School Law. Please note: Notification to the Board of Education may result in truancy charges for any child(ren) between the ages of 6-17 years old who are not enrolled in a school.

By my signature below, I attest that all the information given on this form is true and accurate, without intent to deceive by either misinformation or omission, and is provided in a good faith effort to establish a relationship of trust and confidence in my ability to instruct my children with diligence and responsibility. I understand that if I have provided dishonest information, it will result in my family’s immediate dismissal from association with Pathways Academy.

________________________________________________________  ______________________________
Signature of Teaching Parent                                                                        Date
I affirm that I have been **honest** and forthright with Pathways Academy in all the areas of information I have provided – including physical information, legal status, spiritual background, academic background, living environment, and social/criminal history. I have neither provided misinformation nor been dishonest by omission. I understand that failure to be honest will result in immediate dismissal from Pathways Academy, and disassociation of my status as a teacher with Pathways Academy.

I **commit to home educating for the entirety of the academic year of 2017-2018.** I understand that no transcript will be provided for a portion of this school year. The teaching parent will be solely responsible for providing another school with information for enrollment if made prior to the completion of this academic year. Furthermore, a request for transcript **MAY TAKE UP TO 30 DAYS TO FULFILL,** and that I am responsible for requesting the transcript far enough in advance and for providing the full mailing address of the school to which the transcript is to be sent. I understand that a transcript fee of **$10.00** is required for transcripts requested upon enrollment with another school.

I understand that, by my voluntary enrollment, **my home becomes a satellite classroom of Pathways Academy** and as such, I must provide pertinent information about the status of that classroom to the school office. I **commit to keeping my contact information - telephone number, physical address, mailing address, and email address – current with the Pathways Academy school office. I will notify the school office of changes within 5 days.**

As the teaching parent, I **assume full responsibility for the education of my child,** and acknowledge that Pathways Academy has provided me a legal opportunity through which to do so. The school is not, however, responsible for the educational progress of my child. Pathways Academy may provide information regarding learning materials, methods, and strategies for success, but I affirm that I am solely responsible for the choice of materials, the strategies employed by our family, and exercising daily diligence in facilitating learning in my child. I realize that Pathways Academy cannot possibly provide everything I need to know about homeschooling, and must not be regarded as my only source of homeschooling information. I know that I will have to read, study, and listen in order to prepare and perform the task of teaching-parent well. I am willing to exert this energy, to whatever extent required to ensure the success of my children. I will exercise due diligence and provide reasonable opportunities for my children to develop socially, morally, physically and academically.

**All tuition and fees are due and payable upon enrollment.** They are non-refundable because the school staff does all the same amount of work whether a family remains enrolled for a few days or for an entire year. A service charge of **$35** will be assessed for checks returned for insufficient funds. No school records will be released, nor will renewal be allowed, for a family whose account is not current. Tuition and fees cover enrollment and academic records keeping. All school activities, newsletters, websites, and the school resource center/office are benefits of enrollment and as such should not be considered as contracted services. Tuition will not be prorated or refunded because these benefits are unavailable or a family fails to utilize or avail themselves of the benefits provided by Pathways Academy.

I am aware that **Pathways Academy is a Christian ministry.** Though I am not required to subscribe to the beliefs of another, I will expect and not object to Christian comments, displays, and observances at school and club events and activities, which may include Bible verses, group prayer, Christian speakers, Christian hymns, and Christian music.

I understand that while we are all imperfect human beings, Pathways Academy seeks to cultivate a wholesome atmosphere in which all of our children can confidently interact. I will bring matters of offense to the attention of the Pathways Academy staff. Both my child(ren) and I will behave in a manner which exhibits appropriate maturity and control, treating others with respect and kindness, and adhering to the Pathways Academy policies. In an effort to foster this environment, matters of offense will be brought to my attention for correction. Failing such correction, my child(ren)’s or my participation in future activities may be restricted, or my family’s enrollment may be terminated.

**Enrollment is voluntary, and may be terminated by either party.** If Pathways Academy terminates my enrollment for violation of policies, I will be given 10 days notice. A refund will not be given. A record of my child(ren)’s enrollment will be provided for admission to another school or covering upon request. A Transcript request can be made if all fees are current and student is not withdrawing mid-year. My family may also choose to terminate enrollment by filling out a withdrawal form to notify the school office, or by failing to renew enrollment for a subsequent academic year. Failure to submit an education plan or progress report will be considered as notice of termination of enrollment. Immediately upon termination, I understand that the local Board of Education will be notified according to the AL church school law.

I **have read the policies stated above and agree to abide by them.**

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**Signature of Teaching Parent/Guardian**

---

**Date**
PRIMARY TEACHING PARENT/GUARDIAN -
Teaching Parent/Guardian’s Full Name: ____________________________

(please print)

As the Parent/Legal Guardian of:
________________________________________________________________
(Please list full legal names of all children currently enrolled with Pathways Academy)

(please print)

As the teaching parent/guardian of the child(ren) listed above, I do hereby agree to assume full responsibility for the education of my child(ren) including planning curriculum, preparing lessons, and purchasing materials and supplies as necessary to meet my child(ren)’s educational needs. I understand that as the parent/guardian of the child(ren) listed above, I am fully responsible for the physical, spiritual, social, and educational needs of my child(ren).

Teaching Parent/Legal Guardian’s Signature ____________________________

Date ____________________________

As the legal parent/legal guardian of the child(ren) listed above, I understand that Pathways Academy, its Administrators, Pastors, School staff, Coordinators, Instructors, and Club Sponsors, will in no way assume responsibility financially or otherwise for accidents that occur to myself or my child(ren) during any school or club-related activities or at any building or any property related to, associated with, or leased to Pathways Academy.

I also understand that Pathways Academy, its Administrators, Pastors, School staff, Coordinators, Instructors, and Club Sponsors will in no way assume responsibility, financially or otherwise, for legal action that may be taken against any family or child(ren) admitted, enrolled, or otherwise associated with Pathways Academy.

I do hereby release, discharge, indemnify, and hold harmless Pathways Academy, its Administrators, Pastors, School staff, Coordinators, Instructors, and Club Sponsors from all charges, liability, claims, demands, actions, judgments and executions.

PRIMARY TEACHING PARENT/GUARDIAN -
Parent/Guardian’s Full Name: ____________________________

(Please print)

Teaching Parent/Guardian’s Signature ____________________________

Date ____________________________

SPOUSE OR PARENT/GUARDIAN (MARRIED or WITH FULL or JOINT CUSTODY)
Parent/Guardian’s Full Name: ____________________________

(Please print)

SPOUSE OR Parent/Guardian’s Signature ____________________________

Date ____________________________

A NOTARIZED SIGNATURE IS REQUIRED FOR ANY PARENT LEGALLY SEPARATED OR DIVORCED FROM THE ENROLLING PARENT-TEACHER WHO SHARES JOINT CUSTODY OF THE CHILD(REN) LISTED ABOVE.

In witness hereof, I hereunto set my hand and official seal.

Signature of Notary Public ____________________________

State of ____________________________ County of ____________________________

Notary Public, State of ____________________________

My commission expires: ____________________________
STUDENT IDENTIFICATION INFORMATION:
Student’s Full Legal Name: ____________________________________________________
Name Called: ___________________ Is student a citizen of the US or legal resident?________
Age: _______ Date of Birth: ____________________ Grade level: ________________
Student’s Address: ___________________________________________________________
___________________________________________________________________________
Student’s phone:____________________ Student’s Email: __________________________

Name of Teaching Parent/Guardian:
Are this child’s parents still married to each other? YES or NO?
Does the enrolling parent have SOLE or JOINT custody? (please circle one)
If the enrolling parent does not have sole custody or the right to make all educational choices, is the non-
custodial parent in agreement with your decision to enroll with Pathways Academy? YES or NO?
Divorced parents must submit a copy of their custody agreement to Pathways Academy.

Non-custodial Parent’s Name:___________________________________________ Phone #:___________
Does the non-custodial parent state he/she is in agreement with and supports custodial parent’s
decision to home educate child(ren) (regardless of custody situation)? YES or NO?
If no, please explain: _______________________________________________________

PROPOSED LEARNING SITUATION FOR STUDENT:
Does this student want to homeschool? YES or NO?
Who will be the Primary Instructor: _____________________________________________
Relationship of Instructor to student: ____________________________________________

STUDENT’S ACADEMIC BACKGROUND:
Describe student’s prior academic performance (average grades): ________________
Describe the student’s prior school conduct (attitude): _____________________________
Describe the student’s prior school attendance record: _____________________________
Has this child (prior to today or expected in the near future), ever been suspended, attended or
requested to attend an alternative school, expelled, forced or given the choice to withdraw from
school rather than be expelled at any time, for any reason? YES or NO? If yes, please explain:
_________________________________________________________________________

Name of Previous School(s) City/State Grades/Years attended
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
STUDENT’S BACKGROUND INFORMATION:
Does this student respectfully obey his/her parents/guardians?  YES or NO?
Do you believe this student will respectfully obey other adults?  YES or NO?

Are there any health issues?  YES or NO?  If yes, please explain:____________________________
____________________________________________________________________________

Are there special educational or physical needs?  YES or NO?  If yes, please explain:______________
____________________________________________________________________________

Describe student’s personality and characteristics:____________________________________
____________________________________________________________________________

Describe student’s hobbies and interests:  _______________________________________
_____________________________________________________________________________

Has student ever been committed to an institution for behavior or substance abuse? YES or NO?  
If yes, please explain:____________________________________________________________
_____________________________________________________________________________

Has this student been accused or convicted of a crime?  YES or NO?  If yes, please explain:
_____________________________________________________________________________
_____________________________________________________________________________

STUDENT’S SPIRITUAL BACKGROUND:
Has the student made a personal commitment to Jesus Christ?  YES or NO?
Is he/she involved in a church?  YES or NO?  Name of Church: _______________________________
Pastor: ____________________ Involved in Any Activities?  _____________________________

I understand that while we are all imperfect human beings, Pathways Academy seeks to cultivate a wholesome atmosphere in which all students can confidently interact. Both my child(ren) and I will behave in a manner which exhibits appropriate maturity and control, treating others with respect and kindness. In an effort to foster this environment, matters of offense will be brought to my attention for correction. Failing such correction, I understand that participation in future activities may be restricted or my family’s enrollment may be terminated after review by the Pathways Academy Board of Directors. I understand that Pathways Academy places all responsibility for the education of my child(ren) on me, as the teaching parent/guardian. By my signature, I acknowledge that the information I have provided on my application is true and accurate to the best of my knowledge. I understand the content of this form, and agree that my child(ren) and I will abide by the Pathways Academy school policies.

Teaching Parent/Guardian Signature  __________________________ Date  __________________________
I authorize Pathways Academy, and any such person as they might designate, to contact the References listed below to ascertain information about my family. I understand that the questions will be similar to these:

1. How do you know _______ family and for how long have you known this family?
2. Tell me about _________ as a parent.
3. Tell me what you think about _________’s decision to home educate?
4. Are there any reasons that you feel we should be concerned or any special circumstances of which you think we should be aware before we accept this family for enrollment?

I will make these persons aware that I have submitted their name and contact information for this purpose, and if any of them express a desire not to speak with someone from the school, I will provide an alternate name.

I understand that the information the references listed below provide will be held in the strictest confidence and the content of the conversations will not be revealed to me at any time.

I understand that the information provided during the conversation with the reference(s) will be used to make a Positive or Negative impression. The Positive or Negative impressions will then be used as one piece of the determining factor for admission. I understand than one or more negative impressions may, but will not necessarily, prevent my family’s admission into Pathways Academy.

I will hold no person liable for giving or receiving information in the process of checking my references. I release from liability all persons, companies, and any corporations supplying that information.

Parent/Guardian’s Signature: ________________________________

Full Printed Name: ________________________________ Date: ________

Please Print:
REFERENCE 1: Full Name: ________________________________

Phone: ___________________________ OR Email: ___________________________

REFERENCE 2: Full Name: ________________________________

Phone: ___________________________ OR Email: ___________________________

REFERENCE 3: Full Name: ________________________________

Phone: ___________________________ OR Email: ___________________________
I agree that the information supplied on this release form is true and correct, to the best of my knowledge.

Pathways Academy has my authorization to contract background services from Employment Screening Services, Inc. or another professional corporation appropriately credentialed to provide such services, to thoroughly investigate and generate a report of my Criminal History.

I understand that this report may include both misdemeanor and felony convictions and charges, but will not include a Credit History or any minor offenses such as traffic violations (unless said violation became a criminal offense).

I understand and agree that Pathways Academy may use the information on my Criminal History report to determine the suitability of our family to home educate our children through their school.

I understand that Pathways Academy and any staff or individuals involved in the background check process will hold my information, including all details of the generated report, in confidence.

I understand and agree that a copy of this form is as valid as the original.

The following information is required for identification purposes when checking records. It is confidential and will not be used for any other purpose.

Applicant’s Printed Name: ________________________________________

Applicant’s Date of Birth:___/___/___ AND S.S. No: ____/____/_____

______________________________________________________________

Applicant’s Signature                                                Date
HOW TO HOMESCHOOL LEGALLY IN ALABAMA

Pathways Academy is an Alabama church school offering our enrolled families a legal covering, educational guidance, a strong support system, and the accountability necessary for promoting a thorough, Christ-centered education. It is our sincere prayer that Pathways Academy will provide an atmosphere in which families will seek God’s glory in all of their endeavors. The Pathways Academy Administrators and Board of Directors firmly believe the responsibility for a child’s education and the direction of his/her mental, emotional, social, spiritual, and physical growth is given by God to the parents of the child. Therefore, we think parent-teachers should be allowed to determine what their child(ren) learn, the best teaching method to fit their child(ren)’s learning styles, and how best to help their child(ren) pursue individual academic goals. As such, we provide the following information to help parents understand the homeschool options under Alabama law.

As of July 1, 2014 there are 3 options to legally homeschool in Alabama.

1. ENROLL IN A CHURCH SCHOOL- Families may enroll their children in a Church School located within the state of Alabama. This is the most popular and easiest option to homeschool legally in Alabama. Depending on which church school covering your family chooses to enroll, this option can allow families the most freedom.

According to Ala. Code § 16-28-1, “A church school includes only schools that offer instruction in grades K-12, or any combination thereof, including preschool, through on-site or home programs, and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches which do not receive any state or federal funding.” Every child attending a church school is exempt from the requirements of this [compulsory attendance] section provided the child complies with the procedure in Ala. Code § 16-28-7 which requires a parent or guardian to file a church school enrollment form and report attendance to the church school in which their child is enrolled according to Ala. Code § 16-28-8.

By Alabama law, Church Cover School Administrators are required to:

Keep records of attendance for each enrolled student.

Notify the local Board of Education when a student withdraws or fails to re-enroll with the church school.

By law, most Alabama church schools provide many more services and all church cover schools are allowed to set their own requirements for the good of the students enrolled. Please remember that enrolling in a church school IS a legal option under Alabama State Law. The Church School Enrollment Form (CSEF) is filed with the local Board of Education in which your family resides. This is the only form that is required by law. The principals, secretaries, counselors, teachers, and employees of your previous school are NOT legally entitled to any documentation regarding education in your home. While you should always be respectful to public and private school officials, you are not required to give them any paperwork other than the request for school records.

By law, parents of students enrolled in a church cover school are required to:

Submit a signed and validated enrollment form to their local Board of Education superintendent upon enrollment with a church school. This form must be resubmitted if the family or student moves to a new address. The church school is permitted to do this on your behalf, but the parent/guardian is responsible for making sure the Church School Enrollment Form has been submitted properly.

Parents are required to submit attendance records to the church school administrator.

2. PRIVATE SCHOOL OPTION – Alabama law states that a private school is established, conducted, and supported by a nongovernmental entity or agency offering educational instruction in grades K-12 or any combination thereof, including preschool, through onsite or home programs. A home may be the location where a child receives instruction as a student attending a private school. A parent may establish a private school in the home, or the home may be an extension of an existing private school. Please contact your local Board of Education for proper documentation. Before taking on this task, it is recommended that parents consider the time and energy necessary to establish a private school correctly and balance the roles of administrator, teacher, and parent. Assuming the role of administrator means you will be responsible for keeping accurate records, submitting reports (as required) to your local and state authorities, and fulfilling any requirements of the Alabama State Board of Education. You will be responsible for establishing guidelines for your students, signing and sending out all forms, transcripts and diplomas, and keeping permanent files on record for future requests from colleges and employers. You will need to stay aware of any changes occurring in the homeschool laws as the Alabama State School Superintendent can interpret the private school requirements differently at his/her discretion. Because this is a new option, there is a potential for challenges to be made and responsibility for failing to enroll your child(ren) correctly will fall on the parents, not the State. As such, we recommend families read and review HSLDA’s opinion of the private homeschool law thoroughly before undertaking this option.

3. UNDER INSTRUCTION OF A PRIVATE TUTOR – This option allows parents who are certified teachers or families wishing to hire a state certified teacher to serve as a tutor for their children. Teachers must report to the local Board of Education and provide instruction for at least three hours per day (between the hours of 8am & 4pm) for 140 days per year. Tutors are required to file an education plan with the county superintendent, keep a register of each student’s work including hours completed and attendance, as well as provide reports to the student’s local Board of Education and the Alabama State Board of Education (ALSDE). All requirements must be followed thoroughly according to ALSDE standards for the student to remain in compliance with Alabama law.
ALABAMA STATE LAWS CONCERNING CHURCH SCHOOL REGULATION

Teacher Qualifications: No qualifications are required to teach in a church or private school. A private tutor must be a state-certified teacher. Ala. Code § 16-28-5.

Standardized Tests: Not required by Alabama statute.

Freedom from State Regulation: "Nonpublic schools, including private, church, parochial, and religious schools, offering educational instruction in grades K-12, as well as home-schooled students, are not subject to licensure or regulation by the state or any political subdivision of the state, including the State Department of Education." Sec. 2(b), Act 2014-245.

College Anti-Discrimination Provisions: "Any provision of law to the contrary notwithstanding, no public two-year or four-year institution of higher education in the state may deny admission to or otherwise discriminate against an otherwise qualified student based on the consideration, whether in whole or in part, that the student attended, graduated from, or is enrolled in a nonpublic school, including private, church, parochial, and religious schools, or was home schooled." Sec. 6, Act 2014-245.

Religious Freedom Act: Alabama Constitutional Amendment No. 622
The Religious Freedom Restoration Amendment (RFRA) gives religious home educators another legal means to protect their right to home school. If the parents’ free exercise of religion is substantially burdened by having to comply with the homeschool law, the parents may use the RFRA as a defense or file suit against the state. Under this statute, the burden is on the state to prove that its requirement "furthers a compelling state interest" and is the "least restrictive means" of fulfilling its interest that children be educated. This Act restores the highest protection of the individual’s right to freely exercise his religious beliefs taken away by the U.S. Supreme Court in its 1997 City of Boerne decision. 521 U.S. 507

This link contains the full text of Alabama SB 38: http://openbama.org/bill/9156/text

PUBLIC SCHOOL INCLUSION IN SPORTS

Alabama homeschoolers are allowed to participate in public school sports:
In 2016, the Alabama High School Athletic Association (AHSAA) amended its bylaws to allow homeschool students and other “non-traditional students” to participate in interscholastic athletics with public schools.

The following pdf is from AHSAA concerning homeschool participation in public school sports as of 4/2016 - http://www.ahsaa.com/Portals/0/PDFs/AHSAA/Home%20School/Memo-%20for%20link%20to%20Non-traditional%20school%20laws%20changes.pdf?ver=2016-04-12-170214-927

There are numerous requirements for homeschool participation in public school sports. These requirements are subject to change as AHSAA deems it necessary. Therefore, we recommend homeschool families contact personnel at their local school for clarification as they consider this option for their child(ren).

PLEASE NOTE: Children enrolled in virtual school, charter school, public on-line school, or a public school independent study are not considered to be “homeschooled.” The Homeschool Legal Defense Association (HSLDA) defines homeschoolers as students whose education is primarily administered and controlled by parents privately. Enrollment in secular programs is enrollment in public school, which gives the public school authority over the student to impose state assessment, approval of curriculum, and supervision by a certified teacher. HSLDA membership and legal protection extends to traditional homeschoolers only.
SUGGESTED READING LIST FOR PROSPECTIVE HOMESCHOOL PARENTS

The books listed below are just a small selection of books available for homeschool information. Most of these books are available through public libraries or via Inter-Library Loan. They can also be purchased through homeschool catalogs, online bookstores, and e-books. You might also consider requesting to borrow from a homeschool parent.

HOMESCHOOL 101
The Ultimate Guide to Homeschooling - Debra Bell
The Busy Homeschool Mom's Guide to Daylight - Heidi St. John
Lies Homeschooling Moms Believe - Todd Wilson
7 Tools for Cultivating Your Child’s Potential - Zan Tyler
How to Get Your Child Off the Refrigerator and Onto Learning - Carol Barnier
Blueprint Homeschooling - Amy Knepper
For the Children’s Sake - Susan Schaeffer Macaulay
Educating the WholeHearted Child - Clay Clarkson
Home Education - Charlotte Mason
A Charlotte Mason Education - Catherine Levison
The Well Trained Mind - Susan Wise Bauer
Teaching the Trivium - Harvey & Laurie Bluedorn
Home Schooling for Excellence - David & Micki Colfax
Survivor’s Guide to Home Schooling - L. Shackelford & S. White
Better Late Than Early - Raymond & Dorothy Moore
Home Grown Kids - Raymond & Dorothy Moore
Home Style Teaching - Raymond & Dorothy Moore
You Can Teach Your Child Successfully, (Grades 4-8) - Ruth Beechick
Homeschool Mom’s Bible - Zondervan

HELP WITH CURRICULUM DECISIONS
102 Top Picks for Homeschool Curriculum - Cathy Duffy
Easy Start in Arithmetic - Ruth Beechick
Home Start in Reading - Ruth Beechick
Strong Start in Language - Ruth Beechick
How To Write a Low-Cost/No-Cost Curriculum for Your Home School Child - Borg Hendrickson
Teaching Children - Diane Lopez
Discover Your Child’s Learning Style - Mariaemma Willis and Victoria Kindle Hodson
The Big What Now Book of Learning Styles: A Fresh and Demystifying Approach Paperback – Carol Barnier

HOMESCHOOLING HIGH SCHOOL
And What About College? - Cafi Cohen
Homeschooler’s College Admissions Handbook - Cafi Cohen
The High School Handbook - Mary Schofield
The Ultimate Guide to Homeschooling Teens by Debra Bell
Homeschooling thru High School - Jeanne Gowen Dennis
Senior High: A Home-Designed Form+U+La - Barbara Edtl Shelton

HOMESCHOOL MAGAZINES (ONLINE AND IN PRINT)
The Old Schoolhouse Magazine - www.thehomeschoolmagazine.com
Teaching Home- www.teachinghome.com
Home School Enrichment - homeschoolenrichment.com/
Homeschooling Today - http://homeschoolingtoday.com/
Practical Homeschooling - www.practicalhomeschooling.com/