

High School Credits, Course Titles, and Grades

1. For parent-issued (supervisor-issued = SID) diplomas, I can do the short form evaluation at a lower fee than the narrative report required for other diploma programs. The parents are responsible to establish credit criteria and to keep transcripts. Parents must bring my SID grad checklist to the 12th grade evaluation. <http://his-homeschool-center.com/h&f.html>
2. If you are planning to graduate with PHAA or SVHDP, please come to your evaluation appointment with your credit check sheets completed, including course title, method of earning the credit (textbook, logged activities or hours, etc.), and grades. (Please use the record forms I developed for both PHAA and SVHDP). – Forms & samples available at <http://his-homeschool-center.com/h&f.html>
3. Course summaries are not required, but are helpful for the evaluator.
4. PHAA and SVHDP-Academic Diploma require the student to write a major paper each year. Please have your student email that paper to me as a file attachment at least 3 days before your evaluation appointment. If your paper was part of a course and graded by the teacher, you do not need to send it to me in advance.
5. High school fees are \$60 per student, if I have to take a lot of time organizing credit work. If you arrive with things well organized on the credit check sheets from my website, the fee is reduced to \$50.
6. If you are planning to enroll in PHAA, you must register with them and receive your student number BEFORE I am allowed to print a transcript for you.
7. If you are enrolling in SVHDP, you must register with them before the end of May before graduation. If your eval is in June, send in their form, your check, and eval reports for grades 9-11 before the end of May (end of Nov. for January graduation), then send in 12th grade stuff after the eval.
8. Credits may be earned in several different ways & each course can be a different way.
9. There is no flexibility with the English credit; all 4 requirements must be met each year, regardless of textbooks or curriculum. (For SVHDP a college English course may be substituted, or an ASL course may be used for 1 year. For PHAA, 2 college English courses will satisfy one high school English credit.)
10. For all classes other than English, you may document:
 - completion of most of a textbook (2/3 for PHAA or ¾ for SVHDP)
 - OR 120 logged activities
 - OR 120 logged hours of study
 - OR a 10-page research paper in that subject (can be doubled up with English)
 - OR an actual course
 - OR pass an Advanced Placement Exam

High School Papers (PHAA & SVHDP Academic)

1. When possible try to have a copy of your major paper to Dr. Stoudt at least 3 days before your evaluation appointment. (Preferably email a file attachment in Word format, or if necessary hard copy mailed or dropped off). Use 1" margins, Times New Roman font, size 12. Double space between lines. Do not use extra spaces between paragraphs.
2. See my website for services offered to help students with their research papers. <http://www.his-homeschool-center.com/rps.html>

Deadlines

1. SVHDP has two graduations each year... to graduate in January, your evals and materials must be submitted by the end of November.
2. To graduate with SVHDP in July, you must have your materials submitted by the end of May.
3. PHAA has one graduation, in the summer. Everything must be submitted to PHAA by the end of June.
4. SVHDP does allow you to graduate early, providing you complete all required credits.
5. PHAA requires a full 4 years beginning with 9th grade.
6. Both programs require that the student remain in good standing with the law, therefore continue to submit documentation to the district until graduation.

Plagiarism Policy

What is plagiarism?

Plagiarism occurs when a student uses another person's words or ideas and does not give that person proper acknowledgement.

What is proper acknowledgement?

1. If a student uses another person's words, these words must be set apart in quotation marks, and a footnote reference given.
2. If a student borrows another person's idea, yet does not use that person's direct words, the student must use a citation (Stoudt, 2016) to give credit to the one who had the original idea.
3. All footnotes must reflect back to one of the sources listed in proper format in a bibliography at the end of the paper.

A student will be subject to the following consequences when part of or all of a document is plagiarized:

1st Offense

When a student has plagiarized, the evaluator will go over with that student and the supervisor what has constituted the Plagiarism, and then the evaluator may request the student to do either of the following:

- A. Rewrite the paper within one week's time-A fee of \$10.00 will be added for the evaluator to review the new paper;
- B. Write an entirely different paper (topic may be assigned by the evaluator) within one week's time (\$10.00 fee)

NOTE: The student will accept full responsibility for missed submission deadlines as set by the diploma program.

Subsequent Offense

When it is found that a student has again plagiarized, the evaluator will go over with that student and the supervisor what has constituted the Plagiarism, and will do the following:

- A. Refuse to accept that paper
- B. Refuse to accept a "make-up" paper
- C. Refuse to acknowledge a credit on the transcript for any course involving that paper
- D. Refuse to complete a satisfactory evaluation for seniors hoping to graduate that year
- E. Inform the diploma program director of the student's offense