



# **SAFE in HERALD5**

## **HANDBOOK**

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## **SAFE IN HERALD 5**

### **HERALD5 History:**

HERALD5 (also referred to as “H5”) was founded in 1986 as a support group for home schooling families in the St. Andrews/Irmo/Chapin areas. However, residence in Lexington/ Richland District 5 was not required for membership. H5 was a volunteer organization, composed of members who educated, had educated, or intended to educate one or more of their children at home. SAFE was started as an Option 3 homeschool accountability group for HERALD5 members in 1999, hence the name “SAFE in HERALD5.” In 2025, the H5 Supervisory Council voted to clarify HERALD5’s mission as a legal, homeschool accountability group rather than a support group, consolidating our activities as SAFE.

**SAFE (Supervisory Association For Educators) in HERALD 5** is a third option association. (See Appendix for Option 3 homeschool law details.) The following are the requirements to join SAFE in HERALD 5:

1. Have a high school diploma or GED.
2. Have an instructional year of at least 180 days. Our SAFE school year begins June 1st and ends May 31st of the next year (May 25th for seniors). Therefore, for those choosing to school year round, please plan accordingly.
3. Plan a curriculum including, but not limited to, the basic instructional areas of reading, writing, mathematics, science, and social studies; and in grades 7-12, composition and literature. (NOTE: This is a legal requirement to homeschool in SC and not merely a SAFE requirement.)
4. Maintain educational records including:
  - a. A plan book, diary, or other written record indicating subjects taught and activities in which the student and parent/teacher engage.
  - b. A portfolio of samples of the student’s academic work.
  - c. **Semester progress reports** including attendance records and grades/evaluations for each of the subject areas outlined in Point 5 above. **Your actual tests, lessons, progress reports, planbook or diary, etc., are to be maintained in your personal files. Please do not send these to SAFE.**
5. Maintain active membership with SAFE in H5 by:

- a. Completing enrollment requirements by SEPTEMBER 1st of the current school year. We begin taking applications July 15th.
  - b. Submitting the 90-day card by February 15th & the 180-day by JUNE 30th.
  - c. Submitting high school end-of-year worksheets, honors worksheets, and any other required high school documents by MAY 25th for seniors and by MAY 31 for all other high school students. \*\*\*If submitted after these dates, there will be a \$25 late fee.\*\*\*
6. Submit all requested forms/paperwork required by SAFE **within 10 days of notification.**
  7. Make records available upon request by either the SAFE Administrator or by your legal representative or by the SC State Department of Education and/or their legal representatives should the need arise.

These requirements are in place to ensure that SAFE maintains a reputation for responsible and God-honoring home schooling. The SAFE Administrator has to sign a form from the South Carolina Department of Education that states all of our families are in compliance with the SC Homeschooling law. SAFE instituted the 90/180 compliance forms to verify a family's compliance.

## **APPLICATION PROCESS**

SAFE accepts applications from July 15th through September 1st. Applications received after September 1st will incur a \$20 late fee. We are open to accepting new families year round. New families should submit a record of the number of school days already completed so they can complete the 180 days required by law.

When applying to SAFE, the following must be included: SAFE cover letter, the membership application, a course of study for each student (refer to the blank course of study forms (K-8 and High School) in the Appendix), and payment of applicable fees. The forms must be signed and dated by the parent where noted.

### **Special Needs High School:**

If your high school student is not going to follow the typical high school coursework to gain credits, the high school fee is not required. Please place an asterisk next to his/her name on the SAFE application.

## **GRADE LEVEL INFORMATION**

### **Kindergarten**

Under SC law, children 5 years of age by September 1st are to begin their formal education by attending kindergarten. This means that your 5-year-old must be registered with a public or private school or, if you wish to educate your child at home, you must register with an accountability/supervisory association, such as SCAIHS, SAFE, or another third option group.

If you do not wish to formally educate your 5-year-old and would rather wait until he/she is 6 years old to begin formal schooling, you must obtain and sign a waiver from the office of the school district for which your family is zoned.

### **Middle School (7th and 8th grades)**

It is not unheard of for students in 7th and 8th grade to earn high school credit. However, please be aware of what your students are capable of doing and **only assign high school work if they are truly able to function at a high school level.** If you choose to claim high school credit in 7th/8th grade, you must use high school course material. High school credit will be given based on the course title, description, and curriculum used. Only core courses and foreign language will be considered for high school credit prior to 9th grade. You will need to pay the high school fee if your middle school student is taking high school courses.

### **High School (9th-12th grades)**

Provided you are compliant with the law (teaching the courses necessary by law), we do not desire to tell you how to complete your child's education. Each family has the freedom and flexibility to educate their children in a way that provides the best learning environment for that student and is free to use an individualized course of study based on the abilities and interests for each student.

While there is a list of recommended course credits listed below, please understand that these are South Carolina's requirements for graduation from public and private schools, and these requirements do not apply to homeschoolers. However, many home school families still prefer to use the SC requirements for high school graduation as a guideline of what courses to have their students complete. These courses are considered "College Preparatory" (CP).

This list of requirements is especially helpful for students interested in attending a four-year university because they are **similar** to the entrance requirements for many colleges - but differences exist among colleges. Some colleges require labs to be a part of the science curriculum, some require three years of the same foreign language, and some require certain CP courses (such as fine arts) which are not SC public school requirements. The best course of action is to discuss the various options with your student, then **contact the institution where your student is interested in attending to see what their entrance requirements are and tailor your high school course of study to align with those requirements.**

A student going into the military will need 24 credits. A student who has plans to attend a vocational or technical college, following an apprenticeship route to acquire a trade, or head in another direction, may have a transcript that looks a good bit different from the course requirements listed below. To find out more, go to the **South Carolina Commission on Higher Education.** (<https://www.che.sc.gov/>)

***South Carolina Public School Requirements for High School Credits:***

4 English/language arts	4 Math	3 Science
½ US Government	½ Economics	1 US History and Constitution
1 Other Social Studies	1 Computer Science	½ Personal Finance
1 Physical Education or Junior ROTC		6.5 Electives
1 Foreign Language or Career and Technology Education		

**IMPORTANT NOTE:** We are not an “accredited school”; therefore, we are not subject to this list of requirements in order to be compliant with the law or to graduate our students from high school. However, the law states that home schoolers must teach science, mathematics, social studies, and English (composition and literature) every year beginning in 7<sup>th</sup> grade.

**Applicable for those interested in being considered for Palmetto Fellows:**

Your student can only be ranked for scholarship purposes by SAFE if he/she completes the SAFE minimum guidelines for each year of high school. These guidelines follow the SC Public School Requirements listed above.

## **HIGH SCHOOL COURSE OF STUDY AND END OF YEAR WORKSHEETS**

### **Beginning of school year:**

Course of Study sheets are due with your application. Please put your student's name, the school year, and your student's grade (9th, 10th, etc.) on the sheet.

- Include all courses you intend for your student to take that year.
- Include the name or publisher of the curriculum (and a brief description if necessary), and whether or not you will be seeking honors.
- If the student is taking courses at a resource center, include the name of the resource center and the name of the instructor.
- If the student is taking dual enrollment courses, list the name of the course and the exact college code for the course (for example ENG-101).

**Keep a copy of the Course of Study sheet** as you will fill in the numeric grades and credits awarded at the end of the school year. If you change any curriculum or add/drop a course during the year, let the High School Administrator know.

### **End of school year (May 25th for seniors, May 31st for all other students):**

On your copy of the Course of Study Worksheet turned in at the beginning of the year, fill in the numeric grades and credits awarded in the last two columns of the sheet. You may round up your numeric grade. For example, if the student's average was a 92.5, you may round up to a 93.

**For Honors credit to be documented**, a completed Honors Worksheet must be turned in with the SAFE Course of Study Worksheet when grades are due (May 25/31). (This Honors Worksheet can be found in the Appendix.) Even though a student may take extra time to complete a CP course, he may not have extra time (past May 25/31) to accomplish honors credit work. For more detail, please see the section on Honors requirements.

**For any grades reported from a resource center or any other outside teacher**, we require a report from that teacher. This report should come via the parent and must include the student's name, teacher's name, name of the course, and the numeric grade. This should be submitted with your SAFE Worksheet, not in a separate email.

**For dual enrollment courses**, we require a grade report from the college. Students can usually access a “dual enrollment” report from their college account that will include the numeric grades they received. If the college only provides a letter grade, the student can request confirmation of the numeric grade by emailing the instructor. This email can then be forwarded to the SAFE high school coordinator. If you cannot provide us with official confirmation of the exact numeric grade, we will assign the middle numeric grade on the student’s transcript. For example: if your student receives a “B” in Spanish, he/she will be assigned an 85 on the transcript.

All paperwork—SAFE Course of Study Worksheet, Honors Worksheets, and copies of grades from outside teachers—should be mailed to the High School Coordinator.

If mailing\*, send to: Beth Ann Bailey  
6 Stonewall Court  
Irmo, SC 29063

\*Package must be RECEIVED by  
May 25 for seniors and May 31  
for all other high school students.

If emailing\*\*, send to: [basiemanski@gmail.com](mailto:basiemanski@gmail.com)

**\*\*In the subject line of your email**, put your family name, your student’s name(s), "final grades," and the school year. For example -

**Smith, Jane; John - final grades 20XX-XX"**

It is **HIGHLY PREFERRED** that each family only send one email (or mail one packet) containing ALL grades for **all** high school students in that family, unless one of the students is a senior. In the case that this is not possible, please alert the high school coordinator that the packet is incomplete or that there will be separate emails coming.

### **Late Grades:**

All grades are due by May 25th for seniors and May 31st for all other high school students. To avoid a \$25 late fee, if your student has not completed some (or all) of their courses by the deadline, submit the Course of Study worksheet with “INC” (incomplete) in place of the numeric grade. Submit the final grade(s) at the bottom of the following year’s worksheet, noting that the course was taken the previous year. If worksheets are submitted with “INC”s in core courses, your student will be given a 2.0 GPA\* for the purposes of the ranking reports.



If your student finishes a course past the deadline, and you want the course added to the transcript before the following year (for instance, if you want the transcript sent to a school and would like the course to be on the transcript), you will need to pay the \$25 late fee to have the course added.

We understand that “life happens” and sometimes NO paperwork is submitted by the due date. If this is the case, you will be assessed a \$25 late fee and your student will be given a 2.0 GPA\* for the purposes of the ranking reports. Please understand, however, that if your grades are late, NO Honors credit will be awarded for any course that was completed after the due date.

\*A 2.0 GPA given for ranking purposes will not affect the GPA on the transcript, only the reports submitted to the Commission on Higher Education.

Although we recommend that you are diligent in maintaining records for your student, and you may want to draft your own transcript to assist you in recording your student’s courses, **no parent-generated transcripts or paperwork will be accepted by SAFE to produce an official transcript for your student.** Please only use the SAFE Course of Study Sheet Worksheet which is available in the Appendix of this handbook.

## **HONORS CREDIT REQUIREMENTS**

To avoid confusion, let's start by reviewing what honors is NOT. "Honors" is **not**:

- 1) Just using a particular curriculum (i.e. A Beka for math or Apologia for science).
- 2) Taking a course before most students take it, or earlier than you remember taking it yourself in high school (i.e. taking Algebra in 7<sup>th</sup> or 8<sup>th</sup> grade).
- 3) Simply doing 100% of the textbook.
- 4) Completing a three or four semester course in less time than what is recommended (i.e. Saxon Advanced Math or Chalkdust Precalculus in one year versus the three or four semesters the books recommend).

According to the SC Department of Education's guidelines for obtaining Honors credit, the definition of an honors level course is as follows:

Honors courses must be developed and implemented to:

- Provide depth in rigor, complexity, challenges, and creativity beyond the college preparatory (CP) level course.
- Be more challenging than CP level courses in order to foster growth for advanced learners.
- Offer a differentiated program of study that provides an array of opportunities...based on aptitudes, achievements, and interests.

Honors level coursework should differ from CP coursework in complexity, challenge, and creativity of work completed, and/or in presentation of the material. Ideas for differentiation are noted below but not limited to these ideas.

- Student-initiated research
- Problem-solving & critical thinking (i.e. going beyond curriculum requirements).
- Project-based learning (e.g. including concrete results of the project)
- Connections to real world skills
- Varied text and supplemental materials (e.g. reading "extra" books, writing "extra" papers, doing "extra" presentations)
- Technology to enhance instruction (e.g. using Powerpoint to present in a classroom setting)
- Personal investigation (e.g. proof of real world application of studies)

- Student-initiated project design (e.g. projects done with outside groups).
- Higher level questioning and answering (e.g. leading class)

To receive Honors credit in SAFE, these guidelines must be followed.\*

- 1) Honors credit must show additional work completed by the student in the course content area. This should include additional reading, writing, oral presentations, and/or projects. A course should show three to four additional projects per one Carnegie Unit and one to two additional projects per a half (0.5) Carnegie Unit.
- 2) Honors credit may be obtained in Mathematics, Science, Social Studies, English, the third year of a foreign language, and some electives. (If unsure, inquire as to whether the elective can be honors.)
- 3) The material used for honors in one subject may not be used in another subject or class for honors or regular class work.
- 4) Parent-teachers will be required to complete the Honors worksheet at the end of the year. The worksheet is included with the SAFE application, and is in the Appendix of this handbook.
- 5) If you are not certain that your student's extra work will count as honors, please submit it for approval to the high school coordinator by September 15th to avoid the possibility of it not qualifying as honors work.

\* SAFE requires that an Honors Worksheet is sent to the high school coordinator to receive Honors Level credit, but these worksheets will not be returned to the parent. It is imperative that the parent-teacher keeps copies of these worksheets and a course description in the student's high school portfolio should the need ever arise to give documentation to a prospective college. A portfolio should be kept for all high school level courses.

**ADVANCED PLACEMENT TESTS (AP)**

AP credit may only be obtained for a College Board Certified course in addition to successful performance on the AP exam. To receive AP credit, a letter of certification from the College Board must be on file with SAFE as well as copies of test scores from the AP exam and the grade report from the teacher.

**DUAL ENROLLMENT COURSES**

Courses taken at the college-level while in 10th-12th grade may receive high school credit as well as college credit. One three-hour college credit equals one Carnegie Unit towards high school graduation. According to the South Carolina Department of Education:

One quality point may be added to the CP weighting for dual credit courses that are applicable to baccalaureate degrees, associate degrees, or certifications programs that lead to an industry credential offered by accredited institutions per established articulation agreements.

See the Appendix for Dual Enrollment Electives that will receive CP weighting only.

Though a 'D' grade in a DE class may not count for college credit, it will still count for high school credit. The appropriate numeric calculation from the SC Uniform Grading Scale in the Appendix will be assigned on the high school transcript.

**TESTING AND EVALUATING STUDENTS**

Option 3 Statue 59-65-47 does not require standardized testing, so neither does SAFE. However, you are required to maintain individualized documentation of the student's academic progress in each of the basic instructional areas. Therefore, some type of assessment is required, whether it be a curriculum-based test, checklists of objectives, teacher-made tests, an inventory of basic skills, a standardized test, or other creative means of assessment.

**POSSIBLE REASONS TO TEST:**

- 1) If you are going to put your children back in school
- 2) For parental comfort and ease of mind
- 3) If you are wondering about the achievement level of your children

Types of Standardized Tests & where they can be found is on this webpage <https://www.homeschoolingsc.org/standardized-testing-sc/>

### **PSAT, SAT, and ACT**

College-bound students can take the **PSAT** in the 10th grade as practice. The 11th grade PSAT score is used for National Merit Scholarship qualification. To register your child for the PSAT, call or go to your local high school or private school that administers the PSAT and ask if they have seats available for your homeschooled student. The PSAT is only offered one time each year - in October, usually the 2nd Wednesday. It is best to call the schools in early September to secure a seat.

Even though not all colleges require the **SAT** (Scholastic Aptitude Test) or the **ACT** (Achievement test) scores for college admission, most still use them for awarding scholarships. Therefore, college-bound students should strongly consider taking one or both of these tests. Homeschooled high school students can take the ACT and/or SAT by registering through their respective websites. Register for the ACT at [www.act.org](http://www.act.org). Register for the SAT through [www.collegeboardonline.org](http://www.collegeboardonline.org).

Students should consider taking the SAT and/or ACT no later than the second semester of their junior year. They can take these tests multiple times until June of the senior year to try to improve their scores. Both tests use 'super scoring' which combines their highest Critical Reading score and highest Math score. There are numerous practice resources available online. The College Board has partnered with Khan Academy to provide free SAT practice.

The PSAT and SAT are aptitude-based and test the ability of the student to learn. The ACT is achievement-based and tests the student's achievement level. These scores are used as criteria for scholarships given to students entering college. For example, the LIFE scholarship requires a SAT score of 1100 or an ACT score of 22.

**PLEASE NOTE:** If you desire for your student to apply for the top state scholarship, the Palmetto Fellows Scholarship, it is imperative that you have a copy of your student's SAT and/or ACT scores sent to the South Carolina Commission on Higher Education (use code 4313 for the SAT and code 6326 for the ACT). This request must be made when your student registers online to take the SAT and/or ACT.

## **SAFE CLASS RANKING POLICY**

Class rank is a mathematical summary of a student's academic record compared to the academic records of the other students in the class. It is a factor used for awarding scholarships, granting college admission, and evaluating an individual student's achievements.

As an approved home school accountability group (as defined in statute 59-65-47), SAFE provides an official class rank for its members. Class rank is used by SAFE to rank high school students based on Grade Point Average (GPA). Ranking is mandatory for all SAFE high school students in grades 9-12, except for those with extreme learning disabilities who are registered as special education students and are not able to complete high school level coursework.

The student's GPA is calculated from submitted grades using the SC Uniform Grading Scale (see Appendix). Computations will not be rounded to a higher number. Once a GPA has been computed for all students in a given class, all grade point ratios are rank-ordered numerically from highest to lowest. Each student's class rank is determined by the position of his/her GPA relative to all other students in a given grade. The calculated GPA, along with the class size, is used for each grade level in order to produce the ranking for each student.

A student who has completed the required core courses for his/her grade level will be ranked using his/her cumulative GPA. A student who has NOT completed the required core courses for his/her grade level will be assigned a 2.0 GPA (for ranking purposes). The ranking of students with assigned 2.0 GPAs will be determined by the number of core courses they have completed. If there are students with the same number of core courses completed, they would be further ranked by their cumulative GPAs and/or total number of credits completed.

Class rank is one of the criteria used by colleges and the CHE to determine state scholarship eligibility and must be completed by, or before, June 15 of the current academic year as set forth by the CHE.

## **COMMISSION ON HIGHER EDUCATION SCHOLARSHIPS**

**Palmetto Fellows Scholarship** – up to \$6,700 freshman year and up to \$7,500 sophomore, junior, and senior year.

Per the CHE, to be eligible to receive the Palmetto Fellows Scholarship:

The student must be enrolled as a full-time degree-seeking student at an eligible two or four year South Carolina public or private college or university the fall term immediately following high school graduation, unless the student completes the requirements to utilize a Gap Year/Term.

Eligible students must meet the following requirements:

- 1) Have at least a 1200 on the SAT or a 25 on the ACT.
- 2) Have a cumulative 3.5 GPA on the SC Uniform Grading Scale at the end of junior year.
- 3) Be ranked in SAFE as 1st or 2nd in their class at the end of the sophomore, junior, or senior year - but all other eligibility criteria must still be met.

**If a student is not in the top two**, but has a 1400 SAT or 31 ACT score, and a 4.0 GPA on the SC Uniform Grading Scale at the end of junior year for the Early Award, or at the end of senior year for the Late Award, he/she can qualify for the Palmetto Fellows without regard to class rank.

**Early Award** - Students who have met the GPA and rank requirements by junior year, and the test score requirement by the February ACT or March SAT of their senior year, qualify for the Early Award. The Early Application opens June 15th and must be submitted by the student by May 1st. The SAFE High School Coordinator will send an application link to eligible students.

**Late Award** - Students who do not qualify for the Early Award can still qualify for the Late Award. The last test administration that will be accepted for a Late Application is the June ACT or June SAT. The Late Application opens May 15th and must be submitted by the student by June 30th. Scores must be received by the CHE by July 15th. A final transcript for senior year must be submitted with the Late Application, so the student must still have a 3.5 cumulative GPA at the end of senior year.

**When your student signs up to take the SAT or ACT, they must request that their scores be sent to the Commission on Higher Education.** This is the same place where they request their scores to be sent to a certain college. The CHE code for the SAT is 4313 and for the ACT is 6326. Scores can still be sent to the CHE after students receive their scores, but it costs \$12. **Students CANNOT be considered for Palmetto Fellows scholarship if their scores are not sent to the CHE.**

On behalf of the Palmetto Fellows Scholarship applicant, SAFE submits a rank report on SAFE letterhead that includes the class rank and GPA based on the current South Carolina Uniform Grading Scale for all home school students in the class. GPA is reported with at least three decimal places and is not rounded up.

**LIFE Scholarship** – up to \$5,000/year. A student must have a GPA of at least 3.0 on the SC Uniform Grading scale and an 1100 on the SAT or 22 on the ACT. Colleges award this scholarship based on the student's transcript. There is not an application process. At a technical school, the test score is not needed to qualify.

**HOPE and other scholarships** – up to \$2,500/year at a two year college. There are other scholarships available through State-funded programs. You can find out about them on the Commission on Higher Education website, [www.che.sc.gov](http://www.che.sc.gov).



## **TRANSCRIPTS:**

Maintaining your student's transcript and class rank is included in your high school fee. Transcripts are needed for scholarships, college entrance, entry into the military, and to prove the student was compliant with SC law.

With your SAFE high school fee, you will receive an **unofficial** transcript after submitting your student's final grades. If the grades were submitted on time, you will receive the completed transcript by June 8th. It is your responsibility to confirm with the High School Coordinator that the transcript is correct, or to report any errors or requested changes within a week of receiving the transcript.

Students need **official** transcripts to be submitted for school sports participation, with college application(s), for military entrance, etc. Official transcripts will be provided for a fee of \$10 each. Transcripts will be provided for past graduates for \$15 each. Allow a two week turnaround for all requests. Two day rush requests (if possible) will incur an additional \$15 charge. No transcript requests will be accepted from May 25th to June 15th.

If you need SAFE to send a transcript to a college or organization, send an email to [basiemanski@gmail.com](mailto:basiemanski@gmail.com) with "Transcript Request for *Student's Name*" in the subject line. Include where you need the transcript sent - either an email address or a physical address, along with the name of a contact person if you have one.

If you need the transcript to be updated during the year for any reason (for example your student completed a summer course and you want it to be on the transcript before the end of the next school year) this can be done for the \$10 transcript fee.

## **ADDITIONAL SAFE HIGH SCHOOL SERVICES**

### **Letter of Good Standing:**

Upon request, SAFE will provide each high school family a Letter of Good Standing. This letter is needed by the DMV for your student to obtain his/her driver's license permit. Some colleges also require this letter in order for your student to take dual enrollment courses. Please email [safeinh5@gmail.com](mailto:safeinh5@gmail.com) if you need this letter for your student.

### **Membership Letter:**

Please print your membership welcome letter and add it to your portfolio. It can serve as verification to some businesses for discounts, and for free entrance to the SC State Museum. An HSLDA card also serves as verification to companies, museums, etc., of your status as a homeschooling family in order to receive discounts and/or free entrance.

### **HERALD5 Graduation - Parents of High School Juniors and Seniors:**

SAFE in HERALD5 would like to continue the special HERALD5 tradition of having a graduation ceremony in mid to late May which will now be called "SAFE in HERALD5 Graduation." Normally the parents of juniors do most of the planning for the senior families as senior year is a busy time! Parents of juniors and seniors wanting to participate in a graduation ceremony will "elect" a Graduation Coordinator and begin planning prior to December.

The Graduation Coordinator sends out an email (usually in November) requesting sign up from those seniors wanting to participate in the spring graduation, and then organizes a graduation committee of parents with juniors and seniors to help with planning. The Graduation Coordinator will email parents with pertinent information regarding diplomas, caps, gowns, etc. This packet will include a helpful "checklist" so parents won't miss important deadlines. Reminder emails will be sent regularly throughout the spring to keep parents/seniors up to date.

### **SAFE Needs Based Scholarship:**

SAFE offers a "Needs Based" scholarship for members with Special Needs children or to single parents. If you are interested in applying for this scholarship, please contact the SAFE Administrator directly at the e-mail address provided below.

**SAFE College Gift:**

SAFE offers monetary gifts to students pursuing college careers. To be eligible:

- 1) You must attend an approved college either in the upcoming Fall or Spring Semester.
- 2) You must be a Full Time Student and enrolled for a minimum of 12 credit hours.
- 3) Application must be postmarked by July 15<sup>th</sup>

Distribution of Award: August 1<sup>st</sup> for Fall Term; December 15<sup>th</sup> for Spring Term

**Personal Consultations:**

If you need “extra” help with high school planning, you can book a personal consultation with our High School Coordinator. This could be a phone call or Zoom call. We can go over your student’s current transcript and help you plan the best course of study for YOUR student, taking into consideration your student’s goals and plans for their future. Twenty minute session - \$30 for members, \$40 for non-members; Thirty minute session - \$40 for members, \$55 for non-members.

**Student Resume and Homeschool Profile Editing:**

Students need to upload a student resume, and occasionally a homeschool profile, when applying for college. Samples can be found on our website. If you are starting from scratch and need help preparing your resume or profile, this can be done for a fee of \$30 per document. If you already have documents prepared and would like them edited, the fee is \$15 per document.

**Common App:**

The Common App is a college application accepted by many colleges. Because it is “common,” it is fairly generic, and students cannot have recommendation letters tailored to specific colleges. It is not homeschool friendly, as it requires a high school counselor to fill out extensive information about the student. In an Option 3 accountability group, the High School Coordinator does not usually know, or have, this information, so filling out the Common App on behalf of a student is not a service included in the high school fee. If a student has to use the Common App, and is able to provide all of the necessary documentation needed for the High School Coordinator to fill out the high school counselor portion of the application, this can be done on a case by case basis for a fee of \$50.

## **HELPFUL RESOURCES**

### **HSLDA (Home School Legal Defense Association):**

HSLDA is committed to advancing and protecting homeschool freedom for homeschoolers across the nation. They work with both state and national legislatures to keep our homeschooling freedoms in place.

While membership in HSLDA is not required for membership in SAFE, we **highly recommend** joining HSLDA. HSLDA membership gives you added legal protection as you homeschool as they will assist their members with any legal issues concerning homeschooling should the need arise.

Membership in HSLDA can be obtained by calling 1-540-338-5600 or visiting their website which has many wonderful resources for families: <https://www.hslda.org>. The membership fee can be paid monthly or yearly, and the cost is well worth the peace of mind it gives. The application fee will be discounted if you give them the SAFE Group Number #299586. (Please do not share this number with anyone else, as it only applies to members of SAFE.)

## **SAFE CONTACT INFORMATION**

SAFE In HERALD5  
PO Box 1743  
Irmo, SC 29063  
[www.herald5.com](http://www.herald5.com)  
803-845-2358

Administrator – Melody Snyder, [SAFEinH5@gmail.com](mailto:SAFEinH5@gmail.com)  
High School Coordinator - Beth Ann Bailey, [basiemanski@gmail.com](mailto:basiemanski@gmail.com)  
Treasurer – April Goidosik, [agoidosik7@yahoo.com](mailto:agoidosik7@yahoo.com)

SAFE is here to offer you help, guidance, and accountability in your homeschool journey! Please let us know if you have any questions along the way.

## APPENDIX

### Legal Accountability

Every homeschooling family that desires to educate their children at home must abide by the laws of the state where they live. Below is the home schooling law for South Carolina:

#### **Option 1:**

**Section 59-65-40** *Instruction during the school term at a place other than a school may be substituted for school attendance; provided, such instruction is approved by the **State Board of Education** as substantially equivalent to instruction given to children of like ages in the public or private schools where such children reside.*

**A.** *Parents or guardians may teach their children at home if the instruction is approved by the district board of trustees of the district in which children reside. A district board of trustees shall approve home schooling programs which meet the following standards:*

- 1.** *Parents' level of education: a. the parent holds at least a high school diploma or the equivalent general educational development (GED) certificate or b. has earned a baccalaureate degree;*
- 2.** *the instructional day is at least four and one-half hours, excluding lunch and recesses, and the instructional year is at least one hundred eighty days;*
- 3.** *the curriculum includes, but is not limited to, the basic instructional areas of reading, writing, mathematics, science, and social studies and in grades seven through twelve, composition and literature;*
- 4.** *as evidence that a student is receiving regular instruction, the parent shall present a system for maintaining and maintain the following records for inspection upon reasonable notice by a representative of the school district:*
  - a.** *a plan book, diary, or other written record indicating subjects taught and activities in which the student and parent engage;*
  - b.** *a portfolio of samples of the student's academic work; and*
  - c.** *a record of evaluations of the student's academic progress. A semiannual progress report including attendance records and individualized assessments of the student's academic progress in each of the basic instructional areas specified in item (3) must be submitted to the school district.*
- 5.** *students must have access to library facilities;*
- 6.** *students must participate in the annual statewide testing program and the Basic Skills Assessment Program approved by the State Board of Education for their appropriate grade level. The tests must be administered by a certified school district employee either with public school students or by special arrangement at the student's place of instruction, at the parent's option. The parent is responsible for paying the test administrator if the test is administered at the student's home; and*

*7. parents must agree in writing to hold the district, the district board of trustees and the district's employees harmless for any educational deficiencies of the student sustained as a result of home instruction. At any time the school district determines that the parent is not maintaining the home school program in keeping with the standard specified in this section the district board of trustees shall notify the parent to correct the deficiencies within thirty days. If the deficiencies are not corrected within thirty days, the district board of trustees may withdraw its approval.*

*B. The district board of trustees shall provide for an application process which elicits the information necessary for processing the home schooling request, including a description of the program, the texts and materials to be used, the methods of program evaluation, and the place of instruction. Parents must be notified in advance of the date, place, and time of the meeting at which the application is considered by the board and parents may be heard at the meeting.*

*C. Within the first fifteen instructional days of the public school year, students participating in home instruction and eligible for enrollment in the first grade of the public schools must be tested to determine their readiness for the first grade using the readiness instrument approved by the State Board of Education for public school students. If a student is determined to be 'not ready' or is determined to lack the necessary emotional maturity, the parent must be advised by appropriate school district personnel whether a kindergarten or a first grade curriculum should be used for the child. Nothing in this section may be interpreted to conflict with a parent's right to exempt his child from kindergarten as provided in Section 59-65-10(A).*

*D. Should a student in a home schooling program score below the test requirements of the promotion standard prescribed for public school students by the State Board of Education for one year, the district board of trustees shall decide whether or not the student shall receive appropriate instructional placement in the public school, special services as a handicapped student, or home schooling with an instructional support system at parental expense. The right of a parent to enroll his child in a private or parochial school as provided in Section 59-65-10(A) is unaffected by this provision.*

*E. If a parent is denied permission to begin or continue home schooling by a district board of trustees, the decision of the school board may be appealed, within ten days, to the State Board of Education. Any appeal from the decision of the State Board of Education must be taken, within thirty days, to the family court.*

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## **Option 2**

**Section 59-65-45** *In lieu of the requirements of 59-65-40 (the home schooling law), parents or guardians may teach their children at home if the instruction is conducted under the auspices of the **South Carolina Association of Independent Home Schools**. Bona fide membership and continuing compliance with the academic standards of SCAIHS exempts the home schooler from the further requirements of 59-65-40. The State Department of Education shall conduct annually a review of the associations standard to insure that requirements of the association, at a minimum include:*

*A. A parent must hold at least a high school diploma or the equivalent general education development (GED) Certificate;*

*B. the instructional year is at least 180 days;*

*C. the curriculum includes, but is limited to , the basic instructional areas of reading, writing, mathematics, science, and social studies, and in grades seven through twelve, compositions and literature. By January thirtieth of each year, SCAIHS shall report the number and grade level of children home schooled through the association to the children's respective school districts.*

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### **Option 3**

**Section 59-65-47** *In lieu of the requirements of Section 59-65-40 or Section 59-65-45, parents or guardians may teach their children at home if the instruction is conducted under the auspices of an **association for homeschools** which has no fewer than fifty members and meets the requirements of this section. Bona fide membership and continuing compliance with the academic standard of the association exempts the home school from the further requirements of Section 59-65-40 or Section 59-65-45. The State Department of Education shall conduct annually a review of the association standards to insure that requirements of the association, at a minimum, include:*

- A. A parent must hold at least a high school diploma or the equivalent general educational development (GED) certificate.*
- B. The instructional year is at least one hundred eighty days;*
- C. the curriculum includes, but is not limited to, the basic instructional areas of **reading, writing, mathematics, science, and social studies, and in grades seven through twelve, composition and literature; and***
- D. educational records shall be maintained by the parent-teacher and include:*
  - 1. a plan book, diary, or other record indicating subjects taught and activities in which the student and parent-teacher engage;*
  - 2. a portfolio of samples of the student's academic work; and*
  - 3. a semi-annual progress report including attendance records and individualized documentation of the student's academic progress in each of the basic instructional areas specified in item (c) above.*

*By January thirtieth of each year, all associations shall report the number and grade level of children home schooled through the association to the children's respective school districts.*

**NOTE:** If a family uses a “school” out-of-state, legal status still needs to be established by choosing a legal accountability option in South Carolina. Even if the “school” keeps all school records for the family, legal status must be established because the children are at home and the out-of-state school does not report to the school districts as required by state law.

If you are considering re-enrolling your student at some time back into public or private school, **be prepared to answer questions and provide documentation about your homeschooling methods, materials, and course of study. The thoroughness of your record keeping during your homeschooling years will help school officials determine the best grade placement for your child as well as whether the student will receive credit for homeschool courses. Some schools may require your child to take a placement test. Standardized test scores also assist the process of public or private school enrollment. As SAFE members, parents are ultimately responsible for all aspects of their homeschool.**

**SAFE in H5**  
**Elementary & Middle School Course of Study**

School Year \_\_\_\_\_

**Student's name**

**Grade**

**Please list the curriculum/planned courses of study for each subject.**

**Math**

**Writing / Composition**

**Reading / Literature**

**Social Studies / History**

**Science**

**Other/Electives**



## SAFE in H5 High School Planned Course of Study and End of Year Report Worksheet

List the proposed curriculum for each subject, label if it's 'honors,' and add an asterisk if the class will be taught by someone else (e.g. at a resource center, tech school, co-op, etc.). **MAKE A COPY OF THE FILLED-IN FORM** for yourself before turning it in. Then, BY May 25 - seniors/May 31 - other high school students, record year-end grades, indicating credits earned for each class **ON YOUR COPY** and send it to the high school coordinator. If curriculum changed for a particular subject, merely cross through the old and write in what was used.

**\*\*NEW\*\*** If your student took a course but did not yet complete it (and you plan to complete it over the summer), please still include the course on this worksheet and put "INC" (incomplete) instead of a grade. This indicates you are following the course of study you turned in at the beginning of the year.

**\*\*\*IF** your student takes a course at a resource center or co-op and the grade was awarded by someone other than the parent, be sure to include a copy of the grade report issued by the instructor with your paperwork.

**\*\*\*IF** your student takes any dual-enrollment classes, you must include a grade report from the instructor or school with the **NUMERIC** grade with your paperwork. Grades may also be sent directly to the SAFE High School Coordinator from the school. If you can only get a letter grade from the school (A,B,C, etc.), the student will be assigned a numeric grade based on that letter grade on his/her transcript.

**\*\*\*IF** your student earned HONORS Credit in any courses, you must include a completed HONORS WORKSHEET for each honors class.

NAME:

GRADE:

SCHOOL YEAR:

SUBJECT		PROPOSED / USED CURRICULUM		Numeric GRADE	CREDIT EARNED 0.5 or 1.0
Math					
Science					
Reading & Composition					
History					
Elective					
Elective					
Elective					
Elective					

**SAFE in HERALD5 Honors Worksheet**

Student Name: \_\_\_\_\_ School Year: \_\_\_\_\_

Course Title: \_\_\_\_\_ Credits: \_\_\_\_\_

If you are claiming honors credit for your child, this form must be completed and submitted along with the completed Course of Study sheet at the end of the school year. Use the back if necessary. One page per course.

NOTE: If you are seeking honors credit for 1 Carnegie unit, 3-4 choices should be completed. If you are seeking honors credit for 1/2 Carnegie unit, 1-2 choices should be completed.

**Reading - Title & Author:****# of Pages:**

NOTE: It is not enough just to read an extra book. The student must do something with the information, such as write a paper, present the information, or discuss the book with a parent or in a class.

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

**Writing:** This would be any essays or research papers. Include title and length of paper.

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

**Projects:** This would include any science fair, math fair, or history fair type projects, oral presentations, or anything that doesn't fall into the other categories. Include description of project and to whom it was presented.

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

## **SAFE Guidelines for high school core credits**

(Minimum earned credits needed to be in the running for Palmetto Fellows consideration)

### **By the end of 10th grade - 10 TOTAL CREDITS**

2 high school math credits

2 English credits

1 social studies credit\*

1 high school science credit\*\*

1 other credit from the following - history, high school science, foreign language, fine arts, PE\*\*\*, personal finance, or computer science

3 other credits

### **By end of 11th grade - 16 TOTAL CREDITS**

3 high school math credits

3 English credits

2 social studies credits

2 high school science credits

3 other credits from the following - history, high school science, foreign language, fine arts, PE\*\*\*, personal finance, psychology, philosophy, or computer science

3 other credits

### **By end of 12th grade - 24 TOTAL CREDITS**

4 high school math credits

4 English credits

3 social studies credits (to include ½ credit US government, ½ credit economics, and 1 credit of US History and Constitution)

3 high school science credits

1 PE credit

1 foreign language credit (can be ASL)

1 computer science credit (emphasis on coding recommended but not required)

½ credit personal finance

6.5 other credits (a credit in fine arts is highly recommended)

Go to this link for more information on college preparatory course requirements in South Carolina:

[https://che.sc.gov/sites/che/files/Documents/Institutions%20and%20Educators/Policy%20Program%20Etc/Policies/C ollege\\_Preparatory\\_Course\\_Prerequisite\\_Requirements\\_Fall\\_2019.pdf](https://che.sc.gov/sites/che/files/Documents/Institutions%20and%20Educators/Policy%20Program%20Etc/Policies/C ollege_Preparatory_Course_Prerequisite_Requirements_Fall_2019.pdf)

\*At graduation, ½ credit US government, ½ credit economics, and 1 credit of US History & Constitution are required.

\*\*Three lab sciences are highly recommended and required for college admission. Per the CHE, "Two units should be taken in two different fields of the physical, earth, or life sciences and selected from among biology, chemistry, physics, or earth science. The third unit may be from the same field as one of the first two units (biology, chemistry, physics, or earth science) or from any laboratory science for which biology, chemistry, physics and/or earth science is a prerequisite." A science course that is not a core science can be listed as an elective.

\*\*\*Only one PE credit can be counted toward this requirement. (Three PE credits would not fulfill this requirement).

**Always check with your institution to see what courses they require.**

**The following Dual Enrollment Electives will receive CP weighting only.\***

Dual Enrollment Introductory Biology (BIO 100)

Dual Enrollment Basic Anatomy and Physiology (BIO 110) (BIO 105)

Dual Enrollment Introduction to Child Maltreatment (CAST U301)

Dual Enrollment Child Advocacy II (CAST U402)

Dual Enrollment Life of the Mind (HONS 101)

Dual Enrollment Self and Society (HON U201)

Dual Enrollment Introduction to Chemistry (CHM 100) Remediation

Dual Enrollment College Orientation (COL 101)

Dual Enrollment College Skills (COL 103) (COL 105)

Dual Enrollment Computer Literacy Skills for College Success (COL 107)

Dual Enrollment Information Literacy (COL 110)

Dual Enrollment E-Learning Success (COL 111) 0.25 credit

Dual Enrollment Basic Economics (ECO 101)

Dual Enrollment Developmental English Basic (ENG 0321) Remediation

Dual Enrollment Developmental English (ENG 032) Remediation

Dual Enrollment Introduction to Composition (ENG 100) Remediation

Dual Enrollment Human Thought and Learning (IDS 101)

Dual Enrollment Critical Thinking (IDS 103)

Dual Enrollment Employment Development Skills (IDS 106)

Dual Enrollment First Year Experience Seminar (IDS 109)

Dual Enrollment Developmental Math Basics (MAT 031) Remediation

Dual Enrollment Developmental Math (MAT 032) Remediation

Dual Enrollment Beginning Algebra (MAT 101) Remediation

Dual Enrollment Intermediate Algebra (MAT 102) Remediation

Dual Enrollment Quantitative Reasoning (MAT 103) Remediation

Dual Enrollment Fundamentals of Mathematics (MAT 150) Remediation

Dual Enrollment Developmental Reading (RDG 032) Remediation

Dual Enrollment Critical Reading (RDG 100)

Dual Enrollment Reading (RDG 101) Remediation

\*Other "specialty" courses or courses only offered at one college may also only receive CP weighting. The course must be part of a degree-seeking program and also be transferable to other colleges.

## How to Calculate Your Student's GPA

To calculate your student's GPA, you find the AVERAGE of all of your student's grades.

The AVERAGE is the total number of QUALITY POINTS divided by the total number of CREDITS.

To find QUALITY POINTS, find the points that correspond to the letter grade for course on the 10 point scale (shown on right), then MULTIPLY that number by number of CREDITS earned in that course. SAFE rounds to the ten thousandths place (4 digits to the right of the decimal).

Any course that is not Honors, AP, IB, or Dual Enrollment is considered College Prep.

If your student takes a 1 credit English course and receives a 92, you look at the College Prep Weighting column next to 92 and see a 4.2 points. You multiply 4.2 points by 1 (credit) and you get 4.2 QUALITY POINTS (see below).

If your student takes a 1 credit HONORS Science course and receives a 93, you look at the Honors Weighting column next to 93 and see a 4.8 points. You multiply 4.8 points by 1 (credit) and you get 4.8 QUALITY POINTS (see below).

If your student takes a 1 credit DUAL ENROLLMENT History course and receives a 90, you look at the AP/IB/Dual Credit Weighting column next to 90 and see a 5 points. You multiply 5 points by 1 (credit) and you get 5 QUALITY POINTS (see below).

If your student takes a 1/2 credit Debate course and receives a 99, you look at the College Prep Weighting column next to 99 and see a 4.9 points. You multiply 4.9 points by 1/2 (credit) and you get 2.45 QUALITY POINTS (see below).

EXAMPLE:

		10 pt scale			
9th Grade	Grade	Points	CREDITS	QUALITY POINTS	
English I	92	4.2	1	4.2	
Algebra	89	3.9	1	3.9	
History	97	4.7	1	4.7	
HONORS Science	93	4.8	1	4.8	
Foreign Language	91	4.1	1	4.1	
Personal Finance	98	4.8	0.5	2.4	
TOTALS		26.5	5.5	24.1	9th grade GPA

The total number of QUALITY POINTS for this semester is 24.1

The total number of CREDITS for this semester is 5.5      24.1 divided by 5.5 = 4.3818

		10 pt scale			
10th Grade	Grade	Points	CREDITS	QUALITY POINTS	
HONORS English II	94	4.9	1	4.9	
Geometry	89	3.9	1	3.9	
DUAL ENROLLMENT History	90	5	1	5	
HONORS Science	95	5	1	5	
Foreign Language	95	4.5	1	4.5	
Debate	99	4.9	0.5	2.45	
Traditional Logic I	85	3.5	0.5	1.75	
TOTALS		31.7	6	27.5	10th grade GPA

The total number of QUALITY POINTS for this semester is 27.5

The total number of CREDITS for this semester is 6      27.5 divided by 6 = 4.5833

		CREDITS	QUALITY POINTS	
To get the CUMULATIVE GPA, you add both years together	9th grade	5.5	24.1	9th-10th
	10th grade	6	27.5	CUMULATIVE
TOTALS		11.5	51.6	4.4870 GPA

Total number of QUALITY POINTS for 9th-10th grade is 51.6

Total number of CREDITS for 9th-10th grade is 11.5      51.6 divided by 11.5 = 4.4870

SC Uniform Grading Scale Conversions, 10 point scale				
Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5	5.5	6
99	A	4.9	5.4	5.9
98	A	4.8	5.3	5.8
97	A	4.7	5.2	5.7
96	A	4.6	5.1	5.6
95	A	4.5	5	5.5
94	A	4.4	4.9	5.4
93	A	4.3	4.8	5.3
92	A	4.2	4.7	5.2
91	A	4.1	4.6	5.1
90	A	4	4.5	5
89	B	3.9	4.4	4.9
88	B	3.8	4.3	4.8
87	B	3.7	4.2	4.7
86	B	3.6	4.1	4.6
85	B	3.5	4	4.5
84	B	3.4	3.9	4.4
83	B	3.3	3.8	4.3
82	B	3.2	3.7	4.2
81	B	3.1	3.6	4.1
80	B	3	3.5	4
79	C	2.9	3.4	3.9
78	C	2.8	3.3	3.8
77	C	2.7	3.2	3.7
76	C	2.6	3.1	3.6
75	C	2.5	3	3.5
74	C	2.4	2.9	3.4
73	C	2.3	2.8	3.3
72	C	2.2	2.7	3.2
71	C	2.1	2.6	3.1
70	C	2	2.5	3
69	D	1.9	2.4	2.9
68	D	1.8	2.3	2.8
67	D	1.7	2.2	2.7
66	D	1.6	2.1	2.6
65	D	1.5	2	2.5
64	D	1.4	1.9	2.4
63	D	1.3	1.8	2.3
62	D	1.2	1.7	2.2
61	D	1.1	1.6	2.1
60	D	1	1.5	2
59	F	0.9	1.4	1.9
58	F	0.8	1.3	1.8
57	F	0.7	1.2	1.7
56	F	0.6	1.1	1.6
55	F	0.5	1	1.5
54	F	0.4	0.9	1.4
53	F	0.3	0.8	1.3
52	F	0.2	0.7	1.2
51	F	0.1	0.6	1.1

## South Carolina Uniform Grading Scale (UGS)

The SC General Assembly directed the state board to develop a uniform grading scale. Beginning with the 2016-17 school year, all grades will be recorded using the 10-Point Grading Scale provided by the South Carolina Department of Education. Two categories may receive additional weighting at the high school level: an additional .5 for Honors; and 1.0 for Advanced Placement, International Baccalaureate, and dual credit courses. These weightings are built into the following conversion chart:

Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100
60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100
0-50	F	0.000	0.000	0.000
WF	F	0.000	0.000	0.000
WP	-	0.000	0.000	0.000