



## Portfolio Procedures for DEP Home Educated Applicants

Please complete the following information so that your documents may be correctly matched with your application packet.

Full Legal Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Contact Person (This should be someone you authorize to inquire about your application status):

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
\_\_\_\_\_

Term of Application: \_\_\_\_\_

Year of Application: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

*Please note this is a cover letter for your portfolio and is NOT the application for admission.*

**Return all documentation to:**  
Kennesaw State University  
Office of Undergraduate Admissions  
Attn: Homeschool Portfolio  
1000 Chastain Road, MD 9111  
Kennesaw, GA 30144-5591  
Office: 770.423.6300  
Fax: 470.578.9169  
<http://admissions.kennesaw.edu/apply/dep.php>

# **Home School Portfolio for DEP**

- ***KSU Online Application***
- ***Official SAT / ACT Scores***
  - See Dual Enrollment Program Admissions' website for detailed test score requirements
- ***Official High School Transcript from any public/ private schools attended***
  - Minimum 3.0 GPA in College Preparatory Curriculum
  - CPC Evaluation and supplemental documentation
- ***Copy of Declaration of Intent to Home School***
  - Filed with local Board of Education; most recent copy only
- ***Completed Dual Enrollment Student Participation Agreement Form***
  - Found under the Application Checklist portion of the DEP Admissions website
- ***Completed Home School CPC Evaluation Form & Supplemental Documentation***
  - CPC Evaluation Form is the cover page for supplemental documentation
    - List courses, grade, source, year completed
  - Supplemental Documentation is an outline of each course
    - List title of course, text/source used, year completed, course description
  - Reading List can be worked into supplemental documentation
- ***Extra-Curricular Activities and Academic Achievements***
  - Awards received
  - Academic accomplishments
  - Religious, civic, volunteer, and/or athletic activities
  - List with description of each achievement
- ***2 letters of recommendation***
  - Non-family members

# Home School College Preparatory Credit Evaluation Form

Student Name \_\_\_\_\_

Social Security Number \_\_\_\_\_ Graduation Date \_\_\_\_\_

Please complete this worksheet **and** on separate paper provide a **Home School Credit Evaluation** indicating course work completed in each subject area indicating subject title, course description, texts used, and primary teacher. Each subject should be representative of one Carnegie Unit (or academic year) of study. You may attach supplemental explanations including, but not limited to, reading lists, major projects and assignments, and exceptional learning experiences. You must indicated completion of the minimum Carnegie Units as indicated for each subject. However, you may include additional course work completed to further illustrate your academic preparedness. College Preparatory Courses acceptable by the University System of Georgia may be found at [www.usg.edu](http://www.usg.edu). This sheet should be used as a cover page for your Home School Credit Evaluation as indicated above. Failure to provide the supplemental documentation will delay the processing of your application for admission to Kennesaw State University.

**\*Source Legend: Public School (1); Private School (2); Correspondence Program (3); Home Generated Curriculum (4)**

<b>ENGLISH (4Units)</b>	<b>YEAR COMPLETED</b>	<b>GRADE EARNED</b>	<b>SOURCE*</b>
Grammar and Usage	_____	_____	_____
American English	_____	_____	_____
World/British Literature	_____	_____	_____
Advanced Composition	_____	_____	_____
 <b>MATH (4 Units)</b>			
Algebra I	_____	_____	_____
Algebra II	_____	_____	_____
Geometry	_____	_____	_____
Advanced Math	_____	_____	_____
 <b>NATURAL SCIENCE (4 Units)</b>			
Physical Science	_____	_____	_____
Biology (with Lab)	_____	_____	_____
Chemistry (with Lab)	_____	_____	_____
Other	_____	_____	_____
 <b>SOCIAL SCIENCE (3 Units)</b>			
American History	_____	_____	_____
World History	_____	_____	_____
Econ and Government	_____	_____	_____
Other	_____	_____	_____
 <b>FOREIGN LANGUAGE (2 Units)</b>			
First Year	_____	_____	_____
Second Year	_____	_____	_____

**Completed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_