



***KSU Admissions  
Guide for Home  
Educated Applicants***

[www.kennesaw.edu](http://www.kennesaw.edu)

## MEMORANDUM

TO: Home Educated Applicants

FROM: Derrick Manley, Assistant Director of Guest Services

REGARDS: Admissions Requirements

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**Thank you for your interest in Kennesaw State University!**

The following application packet has been constructed to aid you in the admissions process.

Please note that home educated students who have completed an accredited home school program will be processed and held to the same admissions standards as all other Freshman applicants. Please visit our website at <http://admissions.kennesaw.edu> for current Freshman admission standards.

Home educated students who have not completed an accredited home school program must apply using the portfolio method outlined in this packet. For assistance, please visit our website at <http://admissions.kennesaw.edu/apply/freshmen.php> or email [dmanley4@kennesaw.edu](mailto:dmanley4@kennesaw.edu).



## Admissions Application and Portfolio Procedures For Home Educated Applicants

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

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

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:  Fall  Spring  Summer Year \_\_\_\_\_

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

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

**Return all documentation to:**

Kennesaw State University  
Office of Admissions  
**Attention: Derrick Manley**  
3391 Town Point Drive, MD  
9111, Suite 1000, Kennesaw,  
GA 30144



## Admissions Package for Home Educated Applicants

Home educated students who have not completed an accredited home school program must apply using the portfolio method outlined in this packet. For assistance, please visit our website or call the Office of Admissions at 470-578-6000.

The following items are necessary to compile an admissions package for Home Educated applicants to Kennesaw State University.

Application for Admission and the Non-refundable application processing fee

Official SAT or ACT scores (sent to KSU directly by the testing agency):

Per the policy of the University System of Georgia Board of Regents, Home Educated students must take the SAT I or the ACT and meet the 50<sup>th</sup> percentile or above of KSU prior fall semester first year students (for English and Math).

The current standard is a **combined 1100 (Old SAT; prior to March 2016; Critical Reading and Math scores combined; Critical Reading score of 450; Math score of 450) OR 1170 (New SAT; taken March 2016 or later; Reading test score of 25 and Math section score of 490) OR**

**ACT Composite score of 24; ACT English subscore of 18; ACT Math subscore of 18**

Official transcripts from any conventional public/private high school and colleges attended. You must have a 2.5 academic grade point average in Required High School Curriculum courses.

Copy of current Declaration of Intent to Homeschool as filed with the **Georgia Department of Education**

Completed Home **Required High School Curriculum Credit Evaluation Form** and Supplemental Documentation. (*Page 2 of this document.*)

National Standardized High School Summation Exam taken during the twelfth grade year or within the last 12 months **OR** validation of required high school curriculum through standardized tests (AP, IB, CLEP, SAT II Subject Exam) or transferable college courses. See requirements <http://admissions.kennesaw.edu/apply/freshmen.php>

(Examples of Summation Exams: Iowa Test of Educational Development, California Achievement Test, and Stanford Achievement Test).

Portfolio of Extra-Curricular Activities and Academic Achievements during high school that support academic preparedness for college. This portfolio should include awards received, academic accomplishments, and activities you participate in – Church, civic, volunteer, and athletic, etc. All documentation submitted becomes the property of Kennesaw State University. *Do not include any original personal achievement awards or photographs as these will not be returned.*

Affidavit from primary teacher and student certifying completion of high school and date of high school graduation, and a copy of your diploma if you have already graduated. (*Page 7 of this document.*)

Two Letters of recommendation from non-family members (Examples: Employers, Clergy, Civic Leaders, Tutors)

Your completed application and portfolio packet should be submitted to the Kennesaw State University Office of Undergraduate Admissions prior to the deadline for the term for which you are applying.

Kennesaw State University  
Office of Admissions  
3391 Town Point Drive  
MD 9111, Suite 1000  
Kennesaw, GA 30144

# Home School College Preparatory Credit Evaluation Form

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

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 <http://www.usg.edu/>. Also, please refer to the Board of Regents Staying on Course for more guidance on acceptable Carnegie Unit Requirements at [http://www.usg.edu/assets/student\\_affairs/documents/Staying\\_on\\_Course.pdf](http://www.usg.edu/assets/student_affairs/documents/Staying_on_Course.pdf). 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)**

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

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_



**AFFIDAVIT OF SUCCESSFUL  
COMPLETION  
OF HOME STUDY PROGRAM**

<b>Applicant (Full Legal Name)</b> (Print or Type)	<b>Social Security Number</b>
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**ATTESTATION OF APPLICANT**

I, \_\_\_\_\_, hereby swear or affirm that I received the attached home study diploma pursuant to my successful completion of a home study program as recognized by applicable Georgia Law.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Notary Public / Seal**

\_\_\_\_\_  
**Date**

**ATTESTATION OF PARENT / GUARDIAN**

I, \_\_\_\_\_, hereby swear or affirm that \_\_\_\_\_, my child / ward, received the attached home study diploma on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, pursuant to his/her successful completion of a home study program as recognized by applicable Georgia Law. I further swear of affirm that the home study program completed by my child / ward was administered by a person or persons duly qualified to administer such a program under applicable Georgia Law.

\_\_\_\_\_  
**Signature of Parent / Guardian**

\_\_\_\_\_  
**Notary Public / Seal**

\_\_\_\_\_  
**Date**

