



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

www.kennesaw.edu

MEMORANDUM

TO: Home Educated Applicants

FROM: Derrick Manley, Assistant Director of Guest Services

REGARDS: Admissions Requirements and Application Deadlines

Thank you for your interest in Kennesaw State University!

Please be advised that all requirements and supporting documentation pertaining to the home school portfolio must be submitted by the chosen deadline decided upon by the applicant for a pending decision. Please note a pending decision will be made without the submission of the Affidavit of Successful Completion document, as this is required to be submitted once the applicant graduates.

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 freshmen and transfer freshmen applicants. Please visit our website at <https://admissions.kennesaw.edu/> for current freshmen and transfer freshmen admissions 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 <https://admissions.kennesaw.edu/apply/freshmen.php> or email dmanley4@kennesaw.edu

Please refer to the following Board of Regents policies for further information regarding Freshman admission requirements [BoR Policy 4.2.1.1, 4.2.1.2 Freshman Requirements](#) .

Sincerely,
Kennesaw State University
Office of Undergraduate Admissions



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 50th 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 5 of this document.)

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: _____

Office Use Only	
Name	_____
Title	_____
Date	_____

Please complete this worksheet **and** on separate paper provide a **Home School Course Description/Supplemental Documentation** 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. 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	_____	_____	_____
MATH (4 Units)			
<input type="checkbox"/> Algebra I	_____	_____	_____
<input type="checkbox"/> Algebra II	_____	_____	_____
<input type="checkbox"/> Geometry	_____	_____	_____
<input type="checkbox"/> Advanced Mathematics	_____	_____	_____
NATURAL SCIENCE (4 Units)			
<input type="checkbox"/> Physical Science	_____	_____	_____
<input type="checkbox"/> Biology (with Lab)	_____	_____	_____
<input type="checkbox"/> Chemistry (with Lab)	_____	_____	_____
<input type="checkbox"/> Other	_____	_____	_____
SOCIAL SCIENCE (3 Units)			
<input type="checkbox"/> American History	_____	_____	_____
<input type="checkbox"/> World History	_____	_____	_____
<input type="checkbox"/> Economics and Government	_____	_____	_____
<input type="checkbox"/> Other	_____	_____	_____
FOREIGN LANGUAGE (2 Units)			
<input type="checkbox"/> First Year _____	_____	_____	_____
<input type="checkbox"/> Second Year _____	_____	_____	_____

Completed By: _____

Date: _____



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

Applicant (Full Legal Name)	(Print or Type)	KSU #
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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.

Applicant

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.

Parent or Legal Guardian

Applicant

Signature of Parent / Guardian

Notary Public / Seal

Date

