

Notification of Commencement of a Home Education Program

Introduction

Pursuant to RSA 193-A:5 and Ed 315.04(a), parent(s) commencing a Home Education Program for a child must notify **either** the:

- Commissioner of the department of education;
- Resident district superintendent; OR
- Principal of a nonpublic school.

This form is being provided for your convenience in submitting the required notification of commencement of a home education program. Page 2 of this document outlines exceptions and provides additional guidance on when to use this form and applicable statutes and rules.

Please return this form to the commissioner of the department of education, resident district superintendent, OR principal of a nonpublic school, who must acknowledge to you, in writing, receipt of notification.

IF you are returning this form to the commissioner of the department of education, please send this form to: homeeducation@doe.nh.gov.

Form

	<input type="checkbox"/> Commissioner of the department of education
This form is intended for the:	<input type="checkbox"/> Resident district superintendent
	<input type="checkbox"/> Principal of nonpublic school
Name of student(s):	_____
Date(s) of birth:	_____
Address:	_____
Parent(s) name(s):	_____
Daytime phone number:	_____
Effective date of program:	_____
Signature of parent:	_____
Date:	_____

Notification of Commencing a Home Education Program - Guidance

WHEN TO USE THIS FORM

Notification **is required** for students between the ages of 6 and 18 years **if**:

- Establishing a Home Education Program for the first time;
- Establishing a Home Education Program for a child who turns six on or before September 30 (see N.H. compulsory attendance law: RSA193:1); or
- Moving a Home Education Program out of one school district and into a different school district.

Notification of the establishment of a Home Education Program is only required **one time—not** annually.

STATUTES AND RULES THAT PERTAIN TO NOTIFICATION

CHAPTER 193-A, Section 193-A:5 **Notification and Other Procedural Requirements.** –

A parent may provide home education to a child or children at home, subject to the following requirements:

- I. Any parent commencing a home education program for a child, for a child who withdraws from a public school, or for a child who moves into a school district shall notify the commissioner of the department of education, resident district superintendent, or principal of a nonpublic school of such within 5 business days of commencing the program.
- II. Notification made by the parent pursuant to paragraph I shall include a list of the names, addresses, and birth dates of all children who are participating in the home education program.
- III. Written notice of termination of a home education program shall be filed by the parent with the commissioner of education, and, in addition, the resident district superintendent or nonpublic school principal within 15 days of said termination.
- IV. The commissioner of education, resident district superintendent, or nonpublic school principal shall acknowledge receipt of notification within 14 days of such receipt.

NH CODE OF ADMINISTRATIVE RULES: ED 315.05 **Notification Requirements.**

- (a) Notification of a home education program pursuant to RSA 193-A:5 shall be required for a parent to comply with the compulsory attendance requirements of RSA 193:1.
- (b) The parent of a student currently enrolled in a public school shall advise the resident district superintendent of the child's withdrawal from attendance in public school on or before the date the home education program shall begin.
- (c) A parent shall notify the selected participating agency in writing within 5 business days of commencing a home education program. Only the information enumerated in RSA 193-A:5, II shall be required in the notice. The parent shall provide contact information and update the notification information as necessary.
- (d) Within 14 days of receipt of the notification, a participating agency shall acknowledge receipt of the notification in accordance with the contact information provided by the parent, along with a request for any information required by RSA 193-A:5, II that was not included in the original notice.

The **full text of the statute and rules** cited above may be found [HERE](#), and must be read in conjunction with one another.

TECHNICAL ADVISORY

A technical advisory that pertains to the following topics can be found [HERE](#):

- Definition of a Home Education Program;
- Notification of commencement of a Home Education Program;
- Notification of termination of a Home Education Program;
- Transfer of a Home Education Program; and
- Records and evaluation.