

# Mason Dixon Homeschoolers Association

## INSTRUCTIONS FOR COMPLETING THE PUBLIC SCHOOL REVIEW FORM (PSR)

*(includes Private / Cyber / Charter schools)*

Students transferring from public (or private/cyber/charter) school *may* utilize this form to have MDHSA assess the courses and credits still needed to obtain an MDHSA high school diploma. There are two options families may use to ascertain the courses and credits needed for graduating through the MDHSA Diploma Program:

### METHOD 1

- Purchase a Diploma Guide and register with the MDHSA Diploma Program (link to registration page below).
- Meet with an MDHSA-approved Diploma Program evaluator to determine what courses must be taken to graduate. Give the evaluator the transcript(s) from 7th grade and upward from the public/private/ cyber/charter school(s) that the student attended.
- The evaluator will review the transcript(s) and transfer all applicable credits to an MDHSA transcript which she/he will sign.
- Submit a copy of the public/private/ cyber/charter school transcript(s) with the MDHSA transcript prepared by your Evaluator to MDHSA, either by mail, email or upload.

### METHOD 2 (can be completed prior to registering)

- Complete the Public School Review (PSR) form found on this page. Submit the form and fee to MDHSA. At the same time, contact the former public/private/ cyber/charter school and have them mail or email the transcript(s) from 7th grade upward directly to MDHSA diploma@masondixonhomeschoolers.org.
- Once MDHSA has received the PSR, fee, and school transcript, a staff member will review the documentation and return the PSR form via email, indicating the courses and credits still needed to graduate with an MDHSA Diploma.
- If you decide to pursue an MDHSA diploma, purchase a Diploma Guide and register in the program. Then, when it is time for the student's end-of-year evaluation, take all items received from MDHSA related to this PSR form to the Evaluator.

### IMPORTANT

The following guidelines apply to all students transferring from a public/private/cyber/charter school:

#### To order a Diploma Guide:

<https://masondixonhomeschoolers.org/dp/index.php/publications-order/>

#### To register in the Diploma Program:

<https://masondixonhomeschoolers.org/dp/index.php/rff/>

- If the student has withdrawn mid-year, any incomplete Public School (PS) course may be completed in homeschooling; it should be entered on the MDHSA Transcript as a homeschool course (course code HS).
- If there is a plan to re-study courses for which a D or lower was earned in the classroom, omit that course from the MDHSA Transcript until it has been completed in the home education program, and then code it as a homeschool course (HS).
- All transfer students must have at least one HS credit on their MDHSA transcript in order to be eligible for an MDHSA diploma.

#### Mail the PSR Form, fee, and school transcripts to:

MDHSA – PSR  
32 W. Main Street #5  
Waynesboro, PA 17268

[diploma@masondixonhomeschoolers.org](mailto:diploma@masondixonhomeschoolers.org)

**Do not submit the instructions page with the PSR Form**

# Mason Dixon Homeschooler's Association

## **PUBLIC SCHOOL REVIEW FORM (PSR)**

*(includes Private / Cyber / Charter schools)*

Please print all:

**Student's Name:** \_\_\_\_\_ **Expected Graduation Year:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Home Education Supervisor (Parent):** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail address** \_\_\_\_\_

**Please check all that apply: All sections are REQUIRED.**

TRANSCRIPTS:

\_\_\_ **7<sup>th</sup> grade** and upward transcripts enclosed (**or**) \_\_\_ being mailed by the school (**or**) \_\_\_ have already been received by MDHSA.

PSR FORM:

\_\_\_ \$30.00 fee enclosed: Check # \_\_\_\_\_ Date of check \_\_\_\_\_

\_\_\_ Enclosed is a self addressed stamped envelope. This will be used to return the PSR form to you once it has been reviewed by MDHSA. Please allow 10-15 business days for the form to be reviewed and returned to you.

DIPLOMA PROGRAM REGISTRATION:

\_\_\_ I have already registered with the MDHSA Diploma Program (**or**) \_\_\_ am enclosing the MDHSA Diploma Program Registration Form and fee with this PSR Form.

\_\_\_ I have NOT registered with MDHSA.

\_\_\_ Please email a PDF of the MDHSA Diploma Guide to the above email address. I have enclosed an additional \$4.75 for the PDF version of the Diploma Guide.

### **FOR MDHSA OFFICE USE ONLY: DO NOT WRITE IN THIS SECTION**

**Subject and credit requirements from 9<sup>th</sup>-12<sup>th</sup> grades according to PA Law:** *(PA Law states minimal requirements to graduate. A student would do well to exceed these. Most schools require 20 credits to graduate.)*

English: 4 credits

Science: 3 credits

Arts and Humanities: 2 credits

Math: 3 credits

Social Studies: 3 credits

The student needs to complete the following number of credits per subject to fulfill graduation requirements:

**English (EN):** \_\_\_\_\_

**Science (SC):** \_\_\_\_\_

**Arts and Humanities (AH):** \_\_\_\_\_

**Math (MA):** \_\_\_\_\_

**Social Studies (SS):** \_\_\_\_\_

**Speech:** Estimate the number of hours preparing or practicing for any public speaking from 7<sup>th</sup> grade up. Include this information for your first evaluation and on the first MDHSA Annual Summary Form.

**Minimum Courses required from 7<sup>th</sup>-12<sup>th</sup> grade according to PA Law:** *The courses checked below are courses that were NOT verified from the 7<sup>th</sup> grade and upward transcripts. If the subjects checked below were not studied in 7<sup>th</sup> or 8<sup>th</sup> grade, at least ½ credit of each of the checked subjects must be completed between 9<sup>th</sup> and 12<sup>th</sup> grades.*

**The student must study and complete at least ½ credit of the courses checked below in order to graduate, unless verification that the course was studied is confirmed by the former school, as some courses may have been integrated into other courses in 7<sup>th</sup> or 8<sup>th</sup> grades:**

\_\_\_ Geography

\_\_\_ PA History

\_\_\_ Health

\_\_\_ General Math

\_\_\_ Art

\_\_\_ World History

\_\_\_ Civics

\_\_\_ Safety

\_\_\_ Geometry

\_\_\_ Music

\_\_\_ US History

\_\_\_ Phys Ed

\_\_\_ Algebra