

Credit Verification Service for Home Education Transcripts

MDHSA has created a Credit Verification Service for any homeschooling parents who are awarding or have awarded their students parent issued diplomas. This Service will provide official transcripts for students with credits verified by a third party. Parents will issue the diplomas. Students participating in this service will not receive diplomas from MDHSA. The transcript will have the MDHSA seal and official signature and will be sent to a college, prospective employer, auto insurance agency or other institution directly from our office with a cover letter explaining the process and the qualifications of MDHSA. It is hoped that the CVS transcript will verify for employers, etc, that students have completed a high school course of study with an established criteria for awarding credits. The following may find this service useful.

1. Non-Residents of Pennsylvania: Other states do not have diploma programs, thus many parents in other states award parent issued diplomas. These should always be backed up with a transcript. However, it may be helpful to have an official third party transcript to back up the parent-issued diploma. MDHSA received permission in 2003 from an official at the PA Department of Education to award diplomas to out of state students. However, the PDE has reversed that decision and MDHSA may no longer award out of state diplomas.

2. Any PA Residents who are awarding a parent issued diplomas instead of using a state recognized diploma program diploma: This includes those who are having the superintendent sign for the purposes of financial aid. The PDE prohibits Diploma Programs from issuing diplomas to students for whom an affidavit is not currently filed even if the student has reached the age of 17.

Since no court has actually ruled on the validity of parent issued or organization issued diplomas, their acceptability in the work place is unverifiable and some employers have been reluctant to accept parent issued diplomas on the same basis as institutionally issued diplomas. Therefore, it is imperative that parents carefully consider what approach they desire to take with students graduating from a home education program. There are several options in Pennsylvania. The first is a GED. The second is a parent issued diploma. This, combined with a signed statement from the superintendent of the public school district of residence, is sufficient to obtain state aid for post high school education. Some branches of the military (the Navy, for one) and some employers do not recognize parent issued diplomas. This lack of recognition has not been tested in a court so it could be challenged successfully. However, it is possible that a parent issued diploma along with a signed statement from the superintendent of your school district may be sufficient. Another option, if a student is college bound, is to acquire 30 college credits, and then a Commonwealth diploma may be obtained. This is an excellent option for college bound students. A fourth option is a correspondence or other out of state issued diploma, which does not qualify a student to receive state financial aid in PA. The final option is a PA state recognized diploma such as Mason Dixon's diploma program awards.

MDHSA recommends that PA parents who are providing a parent issued diploma file an affidavit and comply with the home education law even after the student is age 17 to decrease the risk of the diploma being considered invalid. Those students will also need to comply with the PA law by being careful to have studied all required subjects from 7th to 12th grade as is stated in the PA home education law. Some parents do not file an affidavit after the age of 17 since their student is no longer under the compulsory education law.

Summary of MDHSA Transcript Credit Verification Service

In summary, parents will have their student's school work verified by a MDHSA Credit Verification Validator who has read the Credit Verification Policy, and agrees to verify the credits according to that criterion. Credit Validators will need to sign and submit the Credit Validator Agreement to MDHSA before they will be considered official Validators. The MDHSA Credit Validator will verify that the student has met the criteria for the credits by filling out a Credit Verification Report (for 9th-12th grades) and signing it. The parent will send the report to MDHSA. MDHSA will issue an official transcript to the student. Additional transcripts to colleges or other agencies as requested will incur a transcript request fee.

Out of state students who were already registered with the MDHSA Diploma program and who were planning on receiving MDHSA diplomas, will be able to participate in this program at no additional charge, or may request a full refund from MDHSA if they choose not to participate in this service. New students who have not already registered with the diploma program before July 22, 2009 will be charged an enrollment fee of \$45. This pays for handling all paperwork needed to create a file and enter this information into the MDHSA database and related costs. When the student is ready to graduate, then he will need to send the final paperwork in to receive an official transcript with graduation date. This transcript will cost \$5. Any additional transcripts will also be \$5.

Any students **whose families are not MDHSA members** who use the Credit Verification Service may participate in the MDHSA Graduation Ceremony. **MDHSA member families may participate in the graduation ceremony regardless of their diploma plans.**

After reading this Policy, any questions regarding this service should be sent to mdhsacreditverser@pa.net or by calling the office at 717-749-5767. Please speak clearly and slowly when you leave a message.

PROCEDURE

Parents will need to locate an MDHSA Credit Validator who is approved by MDHSA to do MDHSA CREDIT VERIFICATION REPORTS. An MDHSA Diploma program evaluator may become a validator by reading this policy and sending in a Validator agreement. The evaluator does not need to submit his credentials as those are already on file with MDHSA.

1. A parent (or a student age 18 or over) enrolls the student in the MDHSA Credit Verification Service by sending in the MDHSA Credit Verification Enrollment form and one-time fee. This may be done at anytime or when submitting the completed Credit Verification Report (s). This may be done before, during or after 12th grade.
2. **Transfer Courses:** If a student previously was in public or private school in 9th grade and up, his parents will need to send or have the school send a transcript to MDHSA. They should also ask the school for a transcript for their own use in order to fill in the transfer section of the credit verification report. The parent and student will also need to send the Transfer Courses form to MDHSA and list the courses that they are requesting that MDHSA accept as transfer courses. Courses listed on this form will only receive credit when MDHSA receives an official transcript for those courses. College courses, AP, CLEP courses, Charter school courses, correspondence courses all are considered transfer courses and will need to be put on the transfer form and MDHSA will need to receive a transcript or copy of a grade report for these courses to receive credit the same as public and private high school courses. All transfer courses will not need to be verified by a validator as MDHSA will verify the courses when the transcripts are received. Thus if a student takes all college courses in his senior year, he will not need to have a validator involved that year.
3. **Current work:** The parent and student will need to read this policy completely. If the student is commencing 9th grade, then the student and parent should endeavor to acquire credits for 9th to 12th grades according to the "How Credits are Earned" section. They should save all the work the student does and carefully keep records of the courses, books, textbooks, classes, he has used. All of this material should be taken to the validator. In some states, progress reports and/or tests are required of homeschoolers by their state home education law. Copies of these can be used as part of the validation.
4. **Past work:** Students who learn about this service AFTER they have completed some or all of 9th -12th grades will need to produce evidence that they met the criteria for credits as well. Hopefully they will have saved most of their school work. If not, then they will need to provide any thing that is available to them, such as progress reports made for their local school district, standardized tests required by the school district, letters of approval from the school district or other items acceptable to the validator.
5. The student should make a portfolio--notebook or folder--and include coursework by subject area for 9th -12th grades. As the student completes work in each subject area/grade, he puts his completed work in the portfolio. This will show interaction with the material and completion of assignments and help to prove "credits." It will be necessary to have coursework divided into grade levels and subject areas even if you are

submitting more than one grade level. If the student has done some hands on learning, such as taking dance, music, karate lessons, performed in a local theater (drama) or taken field trips to museums to enhance his history studies or any other type of learning, he may include that information as part of his study of the appropriate course and as part of his logged entries or hours (see How Credits May be Earned). To provide the validator with evidence, one can include in the portfolio, pictures, brochures, tickets, playbills (with the student's name listed if he performed), or an instructor can write a short note to state that the student took classes from him, or pictures or any other evidence of the activity.

6. The parent fills out the CREDIT VERIFICATION REPORT. Please use a different form for each year and state the grade level and the school year in which that grade level was done. This is best in case MDHSA must verify that your student did this work in 4 separate years. Your student may do the work of more than one grade level in one calendar year, but be aware that s/he will not be eligible for NCAA (National Collegiate Athletic Association) or the Navy or some other institutions. These organizations require 4 separate years of high school and will not accept any high school level work done in 8th grade. Go to the NCAA website to learn of more restrictions. It is up to the student and parent to research this type of information. MDHSA is only verifying that credits have been completed.

7. **Completing the Credit Verification Report for Home Education Courses**. Fill out one form for EACH year you are reporting. Do not put more than one year on each form, although you may report more than one year at a time.

Home Education courses—are courses the student has taken at home under their parent's direction in homeschooling (or at a homeschool co-op).

8. The parent/student will take the portfolio and the completed credit report to the validator to verify the work. You may take all the work from 9th-12th grade in one appointment or do it in **multiple validation appointments (year by year)**. **That is between you and the validator. However, if you take all FOUR years to a validator at once, be prepared to compensate him by paying him for a longer meeting than if you were paying him for a short meeting.**
9. The **validator** looks over the material and determines if credits have been earned according to the "Procedure for Earning Credits" and according to the "interaction with the material" found in the portfolio (the actual work done). The Validator only needs to verify the home education courses. He will do this by looking at the criteria used, and looking at the portfolio work. The validator **MUST** see evidence of actual work. Do not ask the validator to validate work he has not seen. Even computer and internet courses generate tests scores, at the very least. "The computer ate my work" will not be accepted. MDHSA must verify that credits were actually done, and its validator has to see enough work and evidence to verify that or Credit Verification Service will lose its credibility among colleges, etc. The validator does not have to write an evaluation for MDHSA nor submit one to MDHSA. The validator does not need to verify public or private school courses, college courses, charter/cyber courses or AP, CLEP exams as these will be verified by MDHSA when we receive those reports and compare them with the transfer section on the Credit Verification Report.
10. The validator will determine the fee for each validation appointment. The parent pays the validator directly, not through MDHSA, and the fees and contracts are the sole responsibility of the validator and the parent.
11. The parent mails the CVS Enrollment form, the Credit Verification Report signed by the validator, the \$45 enrollment fee, and any copies of public or private school transcripts or has the school mail them to MDHSA, and any other transcripts or grade reports. Transfer courses should be put on the Transfer Courses form. **BE SURE THAT ALL FORMS HAVE BEEN SIGNED BY THE PROPER INDIVIDUALS OR THE FORMS WILL BE RETURNED FOR SIGNATURES. Be sure to include a self-addressed stamped envelope with "MDHSA CVS paperwork received" and it will be returned to you upon receipt.** This will be your only notice that MDHSA received your material and that you are enrolled. If your paperwork was in error, you will receive information in the return envelope; otherwise you may assume that the paperwork was correct. **You will not hear from MDHSA until you send in your final year's work and send in the "Graduation report"**. If you want a preliminary transcript or official transcript for a college/institution anytime before that

time, you need to send in a Request for a Transcript form with a \$5 fee for each transcript requested. If you include a stamped/addressed envelope it will expedite the receipt of the transcript.

12. The student may submit the work each year at the end of 9th, 10th, 11th, and 12th grades. He may choose to submit work for 9th -11th grades at the end of 11th grade in order to request a transcript for a college for his senior year. He may then submit the remainder of the work at the end of 12th grade. He may submit all 4 years at once, although this is not recommended. He may complete high school and then have his credits verified by a validator and by MDHSA to receive a high school transcript **up to two years after his senior year**. Any exceptions to this must be cleared with the MDHSA office. However, the longer one waits, the more difficult it is to have the work verified or it may even be impossible for that to be done. Save everything—all work, all records until the verification has been complete. However, the student must have truly homeschooled. This service is ONLY for homeschoolers, not for students who dropped out of high school or homeschool, never completed 12th grade and many years later desire to have their work validated.
13. When the student has sent in all of his course work for 9th – 12th grades, he should indicate on the Credit Verification Report that this is the final report. He should also mark on the enrollment/filing form that he is requesting his transcript and provide the graduation date so that it may be put on the transcript.

14. Transcript:

The transcript will list courses and grade by subject area. If you want a GPA put on the transcript, you should compute the GPA and put it on the appropriate place on the enrollment/filing form when you send in for the transcript and put it on the Transcript request form when requesting a transcript be sent to a college. An * will designate courses taken in public/private school. A double ** asterisk will designate courses taken as college courses. A ^ will designate courses that the student is taking in his senior year so that colleges will be aware of these. You will need to put those courses on the transcript request form.

If the student wants a transcript mailed to a college or other institution, or a copy for his own use earlier than the final transcript that will be completed at the end of the senior year, the student or parent should send a CVS Transcript request form and fee of \$5 per transcript. [If you include a stamped, envelope ADDRESSED to the college, it will expedite the mailing of the transcript.](#)

This statement will be on the transcript.

[“The credits on this transcript have been verified by the MDHSA Credit Verification Service. The student has met with a MDHSA validator who verified that the student’s course work has met the organizations criteria for credits. The diploma is not issued by MDHSA. The diploma is awarded by the parents of the student.”](#)

If you send MDHSA a Transcript request form issued by a college and it requires a recommendation letter, you should send a typed recommendation from your validator to be included with the transcript. Your validator will have seen your work and will know you better than anyone at the MDSHA office. Thus, that would be the person to write an academic recommendation.

15. Please note these additional points:

- The parent decides what work is at the 9th-12th grade level, what grade level the student is in, and chooses high school curriculum to use for the student.
- It is up to the parent and student to learn and meet graduation requirements in their state.
- There is no time limit on how long a subject may be studied
- If MDHSA receives a Credit Verification Enrollment form and fee and does not receive the completed paperwork necessary (public or private transcripts or the Credit Verification report, or signatures are missing), the file will be labeled inactive until further communication. After 2 years it will be discarded. If it has been discarded, you will need to enroll again and resend all paperwork, if you desire a transcript.
- While a student may, any time he is enrolled, request a transcript be sent to a college or other institution, he would do well to have all paperwork into MDHSA by the end of 11th grade so that his records are up to date in order to have updated transcripts sent to colleges in his senior year. This

will be done when MDHSA receives a CVS Transcript Request form. **DO NOT SEND a MDHSA DIPLOMA PROGRAM TRANSCRIPT REQUEST FORM or ANY DIPLOMA PROGRAM FORMS.** It will be returned to you for the proper CVS form. **ONLY SEND FORMS SPECIFICALLY ENTITLED CREDIT VERIFICATION SERVICE.** We cannot mix and match forms! All Credit Verification forms are landscape formatted.

DIPLOMA:

1. It is highly recommended that the parents award a diploma to their student. This way the student has a credential that is recognized by the non-homeschooling community. One student needed an actual diploma to show to the Social Security office to receive a new card after his was lost. Students who do not have the equivalent of a high school diploma may not be able to homeschool their children in PA in the future. After you award the diploma, MDHSA strongly recommends that you make a copy of the diploma and put the diploma copy along with the MDHSA Transcript in a safe deposit box for your student's future use should he ever need to "prove" that he graduated from high school.
2. How do you determine when to award the diploma? MDHSA recommends that you do not award a diploma to your student until that student has met the same class requirements as is required in your state to graduate from public or private schools or the homeschooling laws in your state. You should be able to ascertain graduation requirements from your state department of education or public school website. It is also recommended that your student EXCEED the minimum requirements for graduation if he is possibly going to college or in the military. You should contact the college of your choice to learn what specific courses are required to get into that college. This is up to the student to determine what is needed for college entrance, not MDHSA.
3. MDHSA is only authorized to award diplomas to PA residents who are filing an affidavit and complying with the PA home education law (even after age 17). Those students who are residents of PA and completely complying with the PA home education law may contact MDHSA concerning receiving an MDHSA diploma program diploma.
4. For those parents who are awarding a parent issued diploma, MDHSA recommends diplomas from Milligans. www.milligans.com or call 251-867-5895 for a catalog. Milligan's caters to the homeschooler and small private school, and also offers graduation invitations, caps and gowns and more for all levels of education from K-high school graduation. The diploma packages range from \$22.50 for the standard diploma to \$32.50 for the deluxe diploma or the honors or vocational diploma. The diploma is printed with the name of your school (create a name for your school) and your student's name. You may NOT use the name of Mason Dixon Homeschoolers in any form as part or all of the name of your school! You will not handwrite the student's name in a space provided on the diploma. It will be professionally printed on the diploma. These are professional looking diplomas on quality card stock and each diploma comes with a cover. You are given the choice of how many signature lines you need. You could choose to have a line for the Transcript Credit Validator if you would like a third party to sign the diploma. You should ask the validator for permission before ordering the diploma.
5. MDHSA does not order the diploma for you. You must order the diploma.

GRADUATION CEREMONY: The local MDHSA support group located in South Central Pennsylvania conducts a graduation ceremony for its local support group members. MDHSA Diploma program students and Credit Verification Students may participate in the graduation ceremony but must pay the non-member fee, NOT the member fee as they are NOT members of the local support group. Please note on the enrollment form if you are "possibly attending" or "definitely attending" this year's graduation. This does not lock you into attending or not attending. It only gives MDHSA an estimate of how many will attend. Be sure to check the MDHSA website in January to see if the current graduation registration form is available. Be sure to order your diploma early enough to receive it in time for the graduation ceremony, so that you may hand the student his diploma! In addition, you should allow 30 days for MDHSA to complete the student's transcript and deliver it to you in time for a ceremony.

GRADING The parent to determine the grades that will go on the transcript. MDHSA prefers percentage grades over letter grades, as this way a college knows exactly what score a student received. Grading scales for letter

grades are extremely variable and it is difficult to determine exactly what grade a student received to earn an A. Also, if you want to transfer to other institutions, percentage grades are more accepted. The Official Transcript form MDHSA will state that the parents awarded the grades. PLEASE DO NOT MIX PERCENTAGES AND LETTER GRADES. PLEASE USE ALL ONE OR THE OTHER. This makes it much easier to figure GPA. Currently MDHSA does not figure GPA. You will need to put that on your transcript request form for MDHSA to put it on the transcript.

How Credits are Earned:

Please note the additional documentation for # 8. Any **one** of the following will be accepted as evidence of completion of one unit of credit:

1. *Completion of at least two-thirds to three-fourths of a textbook. One-third to one-half of a textbook counts as one half of a unit of credit (.5).* Interaction with the material will be demonstrated in the form of essays, or reports, or summaries, or completion of assignments, or chapter tests or any other evidence acceptable to the evaluator.
2. *One hundred twenty daily logged entries of study or activities related to the course content.* These should be brief descriptive notations. Sixty logged entries constitute one-half unit of credit (.5).
3. *Logged entries describing at least 120 hours of study and/or activities related to the course content.* These should be brief, descriptive notations. Sixty hours of logged study constitutes one half of a unit of credit. **Logged Entries and hours are not interchangeable.** A logged entry includes a brief description of what was done—"studied the effect of acid rain on the earth's water supply, or read pages 30-45 on cells". Logged hours would include a brief description of what was done and for how long, "studied the effect of acid rain on the earth's water supply by reading for two and a half hours" or jotting down on an hourly chart a brief summary of what was done for that hour (s)].

Please note that 30 hours/entries is ¼ credit (.25)

40 hours is 1/3 of credit (.334)

80 hours is 2/3 credit (.667)

90 hours is ¾ credit (.75).

4. *Completion of a substantial research paper or research project using a minimum of three non-encyclopedic resources. This paper or project should demonstrate learning of the subject. A paper should include the student's own conclusions based on his research or work. A project should substantially demonstrate skills or knowledge attained during the research. **It is recommended, but not required, that the paper be at least 5 pages for ½ credit and at least 10 pages for a full credit and that the research, study and writing of the paper encompass approximately ½ year of work and 1 year of work respectively.***

For a paper to be accepted as a full unit credit in a course, it must encompass the subject and demonstrate learning. A research paper should not be too broad or too narrow. It should represent much time and effort. For example, one student spent many months reading and researching about cows and milk, working on a farm and learning about cows, reading about and making butter, cheese, and ice cream, learning the proper methods of feeding cows, including the proper nutritional balance. The student culminated this with a paper about the family milk cow and earned a science credit.

Instead of a paper culminating the research, a project may demonstrate the accomplishment. The student will determine the best project to demonstrate the learning that has taken place. Some examples include: construction of a garment culminating research into a particular period of historical costumes; hand construction of a Kentucky Long Rifle; and development of a diorama depicting an historical event. Eagle Scout projects may lend themselves to this particular method of earning a credit. **The student will bring all work that was completed or researched to the validation for the validator to see what took place.**

5. *Completion of a college course, by correspondence, on the Internet, or on campus.* College courses worth three or four credits are equivalent to one year of high school credit or one unit of work. A student taking two semesters of a college course would have two high school units earned. A one or two credit course would earn one-half of a high school unit of credit. **To receive credit for the college course, MDHSA must receive a copy of the transcript or grade report.**
6. *Passing test score on an Advanced Placement or College Level Examination Program Exam (CLEP) or other specific college course exam. **To receive credit for the exam, MDHSA must receive a copy of the report.***
7. *Participation in an apprenticeship or on-the-job training program.* This will be documented by inclusion in the portfolio of an evaluation of the student's participation by the apprenticeship or on-the-job supervisor. Another way for a student to document participation in an apprenticeship program would be to write a paper describing his apprenticeship or project. His supervisor could be one of the resources he references.
8. *Any other evidence of completion of a course at the discretion of the evaluator.*

Logged entries should be brief, such as Science: pp 30-45, evolution; American History: reading the Gettysburg Address.

Please note that there must be in the portfolio samples of the student's work, or evidence of interaction with the material in the form of essays, notes, reports, or summaries, completion of assignments, chapter tests, or any other evidence acceptable to the evaluator. Just listing that the student read the material is not sufficient.

Course Titles

NOTE: If you are interested in applying to the NCAA (National Collegiate Athletic Association, please contact them for information on what courses are considered core courses, as some titles below are not acceptable to them (www.ncaa.org). START EARLY.

It is very important to choose course titles that are self-explanatory so that MDHSA or a college admissions officer can ascertain what the student studied (content). For example, if a course is listed as *apprenticeship* there is no way of knowing what the course included. However, if the course is listed as *Cabinetry Apprenticeship, Industrial Arts, Clerical Apprenticeship*, or just *Cabinetry and Woodworking*, then there is a clear idea of what the course involved. This is also true of academic subjects. Instead of listing World History for four years in a row, it would be better to list it as *European History, North American History, Asian History, and South American History*. If the course covered music, literature, culture of the time period studied, and then it could include the word *culture*. For example, *World History and Culture, or European History and Culture, etc.* Three years of US History, could be *US History: Pre-Civil War; US History: Civil War to World War I; US History: World War II to the Present*. Dates of different time periods could also be listed. i.e. US HISTORY-1850-1900. An Eagle Scout project would be listed only by the course content name, such as “Architectural Design.” If a student is applying for a scholarship that only accepts certain courses as core courses, than s/he should contact that organization to determine exactly what courses should be taken. (see Advisement). Your evaluator may be able to help you with course titles. If you are both at a loss, describe the course content in a note on or attached to the annual summary form.

It is also important that the course be listed in the correct subject area, so that a student does not end up with too few courses in a required area. For example, if health is listed as a science but it is really just a health course, then that student may not have enough courses in the science area to graduate. Computer courses can be confusing. To be considered *science*, the course must be a computer-programming course, which would include html language, etc, or it must be a “hardware” course (structure, how to fix it, the guts). To be listed as a *math*, the course *must include a major component of math*. If the course has to do with applications, such as word processing programs, spreadsheets, (Microsoft Word, Excel), then it would be neither a science nor a math, and should be listed as an elective and could be called by the name of the program or “software applications”.

Courses may be taught as complete units or may be partial units, may be integrated in the study of related subjects but documented separately, or taught in increments over the course of two or more years.

English: English 1, 2, 3, 4; OR 9, 10, 11, or 12 (taken consecutively) You can put these courses after English 1-4, or the 9-12th designation if you choose or you can simply use English 1, 2... or 9, 1...0 etc. Composition, Grammar and Composition, Literature, Public Speaking, Debate, American Literature, World Literature, British Literature,; Introduction to Literature; Etymology (study of words). USE ONLY English 1-4 or 9-12 if applying for NAAC.

Math: General Math, Consumer Math, Business Math, Computer Science, Algebra, Geometry, Algebra I and II, Trigonometry, Calculus, Accounting. Vocational programs often have a strong math component. If this component is adequately documented, credit towards the three required math units may be earned. Another course title could be Algebra II and Geometry—for those students using Saxon Algebra I and II texts, as completion of these two texts, includes ½ year of geometry. There may be other titles that would correlate with your specific curriculum.

Social Studies: Social Studies deals with individuals, groups, and institutions that make up human society and includes: Anthropology, Economics, Ancient History, World History, United States History, History of the United States and Pennsylvania, PA History, Political Science, Civics/Government, Cultural Studies, Sociology, Geography, World Cultures, American Cultures, Family Living, Psychology, Bible History may also be placed in social studies, but some colleges will not accept it.

Science: Biology, Chemistry and Physics should have a lab component. Other titles are Astronomy, Biological Science, Chemical Science, Ecology, Earth Science, Life Science, Physical Science, Geology, General Science, Science, Environmental Science, animal science, entomology (insects) and more. **For higher sciences, it is strongly** recommended that your student do at least one lab report in order to be well prepared for college science. **Health, would be an elective, not a science unless** it includes anatomy, disease study and other biology type topics.

Arts and Humanities: The humanities deal with culture and usually include religion, philosophy, languages, literature, history and the arts. Suggested Course Titles: Bible, Bible History, Theology, Spiritual Life, Apologetics.; Visual Arts, Painting, Photography, Sculpture, Textile Design, Drawing; Dance, Music, Music History, Music Theory, Theater, Theater History; Influential Individuals of the Theater; Scene, Costume and/or Lighting Design, Technical Production. Other titles include Philosophy, Languages (i.e. Spanish, French, etc.), Fine Arts, Art History, and Art Appreciation; Practical Arts and Crafts include Sewing, Cooking, and Woodworking, etc. Literature, Creative Writing or History courses *in addition to* the courses studied to meet the graduation requirements may be used to meet a humanities requirement. *Be aware that most colleges require two years of a modern foreign language.*

Electives: Students may take the above courses as extra credit. Internships and Apprenticeships (with specific titles), Physical Education, Carpentry, Typing, Computer Skills or Applications, Auto Mechanics, Auto body, Office Technology, Home Economics, Early Child Development, etc., or other titles acceptable to the evaluator.