



# Williamsburg-James City County Public Schools

School Board and Central Office at James Blair

P.O. Box 8783 | Williamsburg, VA 23187 | www.wjcc.k12.va.us

(757) 603-6400

## INTENT TO PROVIDE HOME INSTRUCTION

I am providing notice of my intention to provide home instruction for the child(ren) listed below as provided by [§22.1-254.1](#) of the Code of Virginia, in lieu of having them attend school for the school year 20\_\_\_\_-20\_\_\_\_\_.

Name(s) of Child(ren)	Date of Birth	Grade Level
_____	_____	_____
_____	_____	_____
_____	_____	_____

I wish to be recognized as eligible to provide home instruction by selecting the option indicated below. (Check on below.)

- I have a high school diploma or a higher credential.**  
(Attach a copy of the documentation that shows this.)
- I have the qualifications prescribed by the Board of Education for a teacher.**  
(Attach a copy of a teaching license or a statement to this effect from the Virginia Department of Education.)
- I have provided a program of study or curriculum which is to be delivered through a correspondence course or a distance learning program or in some other manner.**  
(Attach a notice of acceptance or other evidence of enrollment showing the name and address of the school, the courses in which each child is enrolled, and a description of a program of study or curriculum in some other manner as specified in the Code, you must submit a copy of that program of study or curriculum to the school division.)
- I have attached to this notice a statement which describes why I am able to provide an adequate education for my child(ren).**

As prescribed in [§22.1-254.1](#) of the Code of Virginia, I have included or will provide the school division with a description of the curriculum and evidence of having met one of the above criteria along with this Notice by August 15 of **each year**. If I begin home instruction after the school year has started, I will submit this Notice as soon as practicable and comply with the other requirements 30 days of this Notice to the school division.

I understand that by August 1 following this school year, I must provide evidence of educational achievement as prescribed in [§22.1-254.1](#) of the Code of Virginia, which defines the requirements for home instruction.

I hereby certify that I am the parent or guardian of the child(ren) listed above.

\_\_\_\_\_  
Parent/Guardian Signature \_\_\_\_\_  
Date

Name and Address \_\_\_\_\_  
(Please print or type.)  
\_\_\_\_\_  
Phone Number \_\_\_\_\_

This form has been revised due to changes in §22.1-254.1 of the Code of Virginia, effective July 1, 2008. DO NOT SUBMIT THIS FORM TO THE VIRGINIA DEPARTMENT OF EDUCATION. PLEASE FORWARD THIS COMPLETED FORM TO WILLIAMSBURG-JAMES CITY COUNTY SCHOOLS.

Contact information for Virginia public school divisions can be found at the following address:  
<https://p1pe.doe.virginia.gov/edudirectory/divisionList.do>.