

PLAYNAIA

THE NAIA ELIGIBILITY CENTER



Guide for the College-Bound
**Home-Schooled
Student-Athlete**

UPDATED APRIL 2025

Guide For the College-Bound Home-Schooled Student-Athlete

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What Does the NAIA Define as “Home Schooling?”

A student is considered home schooled if a parent, guardian, or tutor is responsible for any of the following: designing the curriculum, delivering instruction, evaluating the coursework, or assigning grades and credits.

It's important to note that learning at home doesn't automatically equate to being home schooled. For example, a student who learns through an online or virtual school with teachers isn't considered to be under parent/guardian-directed tutoring.

To determine if a student qualifies as home schooled, please refer to the following questions.

HOME SCHOOL		TRADITIONAL SCHOOL (in-person, online, virtual)
A parent, guardian, tutor, or umbrella program creates or develops the curriculum for the courses.		Curriculum for the courses is created or developed by an outside school or program.
A parent, guardian, tutor, or umbrella program designs or creates the assignments and assessments.		The assignments and assessments are designed or created by an outside school or program.
A parent, guardian, tutor, or umbrella program determines the grade achieved in the course(s).		The grades achieved in the course(s) were determined by an outside school or program.
A parent, guardian, tutor, or umbrella program provides the instruction in the courses.		Instruction for the courses is provided by an outside school or program.
A parent, guardian, tutor, or umbrella program grades the assignments and assessments.		Grades are evaluated and assigned by an outside school or program.
A parent, guardian, tutor, or umbrella program is responsible for producing the student's transcript.		The student's transcript is managed and produced by an outside school or program.

**If any of the above statements in the Home School column are true,
the student will likely be considered home schooled.**

NAIA Home School Eligibility Requirements

Home-schooled students who complete a home-schooling program conducted in accordance with the laws of the student's state of residence will meet entering freshman requirements by satisfying any of the following three options:

- Satisfy the ACT or SAT minimum test score requirement (ACT 18+ or SAT 970+)
- Completion of nine institutional credit hours prior to identification at any institution of higher education
 - Must provide an official transcript from NAIA institution showing the hours accepted with "C" or better grade
 - Must provide an official transcript from the institution where credits were earned
- Receive a home school waiver from the NAIA Home School Committee

Home School Umbrella Program Information

What is a Home School Umbrella Program?

A home school umbrella program is any program recognized by the state as a home school or home school support program. The three types of umbrella programs are:

1. Programs that provide transcript services, a state high school diploma, record keeping, and course material review.
2. Programs offering transcript services, a state high school diploma, record keeping, and curriculum, but without course material review.
3. Programs that only offer a transcript and a diploma.

Home School Umbrella Program Questions

Who signs the transcript: the umbrella program administrator or the parent/guardian?

The transcript can be signed by the umbrella program administrator unless the program is a home school co-op, in which case it must be signed by the parent/guardian.

Umbrella Program Transcripts

All home school transcripts must be uploaded by the student through the "Upload Home School Transcript" task on their PlayNAIA profile.

Proof of Home School Graduation

Proof of graduation from a home school program can be provided in the following ways

- Home school transcript with graduation date listed (mm/dd/yyyy) or (mm/yyyy)
- [Home School Completion Affidavit](#) (Florida residents only)

Florida Virtual School Flex – Homeschool (101541)

A student cannot graduate from Florida Virtual Flex (high school CEEB 101541) as high school diplomas are not awarded. If a student intends to graduate from Florida Virtual Flex as a home-schooled student, the Homeschool Completion Affidavit is required.

- The [Homeschool Completion Affidavit](#) must be signed by a parent/guardian and include the exact date the student fulfilled graduation requirements (mm/dd/yyyy).
Note: Home school documentation is not typically needed for Florida Virtual, except when the student plans to graduate as a home schooled student. In that case, the Homeschool Completion Affidavit is necessary.
- For the [Homeschool Completion Affidavit](#) to serve as valid proof of graduation from Florida Virtual, the student must be a resident of Florida. If the student is not a Florida resident, a self-created home school transcript can be submitted.

Florida Virtual School Full-Time – Online (102414)

Students who attend and graduate from Florida Virtual Full-Time (high school CEEB 102414) will receive a diploma and will be considered a virtual/online student.

Hawaii and New York

The eligibility center cannot accept proof of graduation from a diploma issued by a home school in Hawaii or New York because they do not recognize home school diplomas.

Submitting Student Records and Transcript Information

Transcript Creation

Transcripts can be created by a parent/guardian or a home school umbrella program.

Transcript Submission

Transcripts must be submitted by the student through the "Provide Home School Transcript" task on their PlayNAIA profile.

Transcript Information Requirements

To be considered official, home school transcripts must include the following details:

- Student's first and last name
- Student's date of birth
- Course titles
- Grades earned
- Academic year in which courses were completed (e.g., "10th grade," "sophomore year 24-25")
- Graduation date (mm/dd/yyyy) or (mm/yyyy)
- Signature of home school administrator

If any of the information provided above is missing, the eligibility center has the right to deny the acceptance of the transcript.

Coursework Completed Outside of Home School Program

The NAIA Eligibility Center only requires a transcript from the student's graduating school. Any additional high school or home school coursework taken outside of the student's graduating school is not required to be submitted.

Dual-Enrollment Coursework

Dual-enrollment coursework, while not required to be submitted for students seeking to meet initial home school requirements, is recommended as home school students can satisfy initial eligibility requirements if they earn at least 9 hours of post-secondary credit with a "C" or better letter grade. The eligibility center must receive an official copy of the student's dual-enrollment transcript and an official transcript showing these credits accepted into a NAIA institution (most likely the student's shortlist school).

Example of a Home School Transcript

NAIA Home School Official Home School Transcript

Student Information

Name (Last, First, M)
Last, First Middle

DOB
1/1/1111

Street Address
123 Any Street

City St Zip
Kansas City MO 00000

Phone
111-111-1111

Parent/Guardian
Parent 1

Parent/Guardian
Parent 2

School Information

NAIA Home School
123 Any Street
Kansas City, MO 00000
(111) 111-1111
Date of Enrollment: August 24, 2021
Date of graduation: June 1, 2025

Academic Record

Course Study – Grade 9		Grade	Credit
English I		A	1
Algebra I		A	1
Physical Science		B	1
Geography		B	1
Spanish I		A	1
Physical Ed		A	.5
Health		A	.5
21-22	Total Earned		6

Course Study – Grade 10		Grade	Credit
English II		A	1
Algebra II		A	1
Geometry		A	1
Biology		B	1
Word History		B	1
Spanish II		B	1
Physical Ed		A	.5
22-23	Total Earned		6.5

Course Study – Grade 11		Grade	Credit
American Literature		A	1
Pre-Calculus		A	1
American History		B	1
Chemistry		C	1
Logic		C	1
Financial Management		A	1
Physical Ed		A	.5
23-24	Total Earned		6.5

Course Study – Grade 12		Grade	Credit
American Language		A	1
Ancient History		A	1
Physics		B	1
Government *		A	.5
Economics *		A	.5
Debate		A	1
Computer Applications		A	1
24-25	Total Earned		6

Total Credits: 25

GPA: 3.56

Notes: Grade Point Average A=4, B=3, C=2, D=1, F=0

I do hereby self-certify and affirm that this is the official transcript and record of First Last Name in the academic studies of 2021 – 2025.

Signature: _____ Title: _____ Date: _____



NAIA Home School Checklist

Required Documentation

To have home school coursework considered, the following items (A, B) must be on file with the eligibility center. Items (C,D) are optional:

- **Item A:** Home School Transcript
The submitted homeschool transcript must include all required transcript information.
- **Item B:** Home School Completion Affidavit (Florida residents only)
- **Item C:** Test Score
- **Item D:** Dual Credit Transcript

How to Submit Student Records

For more details on how to submit the required official documentation, please refer to the section on submitting student records.

Review Process

The eligibility center will review home school coursework once all required documents have been received and the student is in line for review.

- After receiving the above information, the eligibility center may request additional information or clarification before proceeding with a home school eligibility determination.
- Please note that the review process may take up to 10 business days.

Additional Questions

For assistance, please consult the Frequently Asked Questions or [contact us](#).

Home School Waiver Request


Should a home school student receive an initial eligibility center determination of “not eligible,” they may pursue an additional route to eligibility, known as a home school waiver request.

To start the waiver process, take the following steps to request a home school committee review.

1. Receive an initial decision of “Not Eligible.”
2. Click the blue “Request Home School Committee Review” button, located under their decision on the Decision Details page of their PlayNAIA.
3. Complete the form.
 - a. Enter all requested information. The student can open and save the form as many times as needed.
 - b. For the Documents portion, upload appropriate documentation or select “Not Applicable” for optional documents.

REQUIRED for all home school waiver requests	A course schedule from the NAIA school for the term the student is seeking an eligibility determination
REQUIRED for all incoming freshman home school waiver requests (in addition to the course schedule)	Letter testifying to the student’s overall academic preparedness from unrelated third parties. (Letter of recommendations should not come from a parent, relative, or coach)
	Plan of action for academic accountability during the student’s first term of attendance at their NAIA institution.

4. Submit optional documentation.
 - a. The student can submit additional documentation for the committee to review.
 - b. Examples include:
 - i. non-traditional test scores
 - ii. additional transcripts (e.g., traditional high school, non-accredited, etc.)
 - iii. Current grades (recommended after six weeks into term)
 - iv. Academic scholarships
 - v. Honors letters
 - vi. Admission letters
 - vii. Any documentation that you believe will support your waiver request

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5. Submit the request form.
 - a. Please note, the student **MUST** select “Submit” at the bottom of the form once they are ready to move forward with their waiver request. Until then, the form is not considered final nor sent to the Home School Liaison.
 6. Await committee review.
 - a. Once the request is submitted, the Home School Liaison (an eligibility center staff member) will compile the request and send it to the Home School Committee 1-3 business days from submission.
 - i. If the student’s request needs any additional documentation, the liaison will notify them prior to sending to the committee.
 - b. Upon receiving the committee’s decision, the liaison will notify the student of the outcome.
 - i. Please note, during peak times (e.g. start of fall semester), decisions from the committee will be relayed to the eligibility center **within 5 business days.**
 - ii. If the Home School Committee review results in the student being eligible, the Liaison will update the decision on the student’s PlayNAIA account.



Home School FAQs

Why do home school students have different requirements?

Home schooled students must still meet entering freshmen requirements, though the criteria for meeting those requirements have been adapted to fit the distinctive high school experience.

Home schooled students are not governed by the state department of education, except in a handful of states.

How can home school documents be submitted to the eligibility center?

Home School transcripts must be submitted by the student through the "Provide Home School Transcript" task on their PlayNAIA profile. The transcript must be uploaded in the form of a doc, docx, or PDF (preferred method).

If the student graduated from a home school umbrella program, do I still have to complete all the home school tasks?

Yes, the student will still complete all tasks, no matter the student's home school program type.

Can a home-schooled student-athlete receive a fee waiver?

Yes, the student may request a fee waiver based on their qualification for a minimum of \$4,500 in Federal Pell Grants during the academic year in which they are seeking a determination with the NAIA Eligibility Center. The student must obtain a hard copy of their financial aid award letter, sealed in an official school envelope, place that envelope inside their own personal envelope, and mail it to the eligibility center.

Is there a list of approved home school programs?

No, the home school documentation will be evaluated by the eligibility center upon submission, regardless of the home school program the student attended.

Can documents be signed electronically or "e-signed?"

Yes, the home school administrator, parent, or guardian can sign documents electronically or physically by hand with a pen.