



Completing Your Homeschool Transcript

Using Homeschool Connections

It's easy to create a high school transcript to use for applying for college, trade school, or employment. The following form will help you review and record your student's work.

At the end of each semester, **make sure to record courses taken that semester and the final grades.** Remember to record courses taken as practical or hands-on learning, e.g. an internship in mechanics or an independent study in food science.

Make sure you have documentation for each class and the requirements and rubrics you used to assign your grade and the high school credit. Many parents keep a folder of final assessments and notes in case a future institution wants to see samples of work completed.

At the end of each school year, calculate your student's GPA. There are many free resources online to do this, such as: <https://www.calculator.net/gpa-calculator.html>.

Below we have three additional tools to help you create your student's high school transcript.

1. Blank transcript form.
2. Sample transcript form.
3. Sample scope and sequence.

The blank transcript form is very basic, a single page, and all you should need. However, you can make changes to it or create your own transcript form using this basic form as a foundation.

You could make it several pages long and add:

- Detailed descriptions of each course
- Details of extracurricular activities
- Awards and contests
- Special interests and accomplishments
- ACT and/or SAT scores
- Your own touch by changing fonts and colors

HIGH SCHOOL TRANSCRIPT

Name: [Name Here]
Address: [Address Here]
[City; State; Zip Here]
School Name: Homeschool
Phone: [Contact Number Here]

Gender: [M or F]

Birth Date: [Date Here]

Graduation Date: [Date Here]

Person to Contact: [Parent Name]

Grade Level	Academic Year	Course Title	Fall Semester		Spring Semester		Final		Yearly Cumulative	
			Grade	Credit	Grade	Credit	Grade	Credit	Credits	GPA
9										
10										
11										
12										

Grading Scale: A 90-100; B 80-89; C 70-79; D 60- 69; F below 60; AP Courses: A=5; B=4; C=3

Weight for one-credit courses (120 hours): A = 4.0; B = 3.0; C = 2.0; D = 1.0; F = 0.0

Activities: [list here sports; clubs; leadership roles; volunteer work; etc]

Signed: _____

Date: _____

[SAMPLE] HIGH SCHOOL TRANSCRIPT

Name: Ignatius Smith
 Address: 1234 Main Street
 Anytown, MO 56789
 School Name: Homeschool
 Phone: (123) 456-7890

Gender: M Birth Date: May 31, 1998
 Graduation Date: May 2016
 Person to Contact: Veronica Smith (mother)

Grade Level	Academic Year	Course Title	Fall Semester		Spring Semester		Final		Yearly Cumulative	
			Grade	Credit	Grade	Credit	Grade	Credit	Credits	GPA
9	2012 / 2013	Theology: Apologetics	A	.5	A	.5	A	1		
		Ancient Literature	A	.5	A	.5	A	1		
		Ancient History	A	.5	A	.5	A	1		
		Grammar and Composition	B	.5	A	.5	B+	1		
		Algebra I	B	.5	B	.5	B	1		
		Biology I	B	.5	B	.5	B	1		
		Latin I	A	.5	A	.5	A-	1		
								7.0	3.57	
10	2013 / 2014	Theology: Advanced Apologetics	A	.5	B	.5	B+	1		
		Classic Literature	A	.5	A	.5	A	1		
		European History	B	.5	A	.5	A-	1		
		Creative Writing	A	.5	A	.5	A	1		
		Geometry	B	.5	B	.5	B	1		
		Conceptual Physics	B	.5	A	.5	A-	1		
		Latin II	A	.5	A	.5	A	1		
								7.0	3.67	
11	2014 / 2015	Theology: Scripture	A	.5	A	.5	A	1		
		Modern / American Literature	A	.5	A	.5	A	1		
		American History	A	.5	A	.5	A	1		
		Vocabulary and Writing	A	.5	A	.5	A	1		
		Chemistry	B	.5	B	.5	B	1		
		Algebra II	B	.5	B	.5	B	1		
		Economics	A	.5	-	0	A	.5		
		Speech and Communications	-	0	A	.5	A	.5		
								7.0	3.71	
12	2015 / 2016	Advanced Theology	A	.5	A	.5	A	1		
		Advanced Literature	A	.5	A	.5	A	1		
		World History	A	.5	A	.5	A	1		
		Advanced Writing	A	.5	A	.5	A	1		
		Thomistic Philosophy	A	.5	A	.5	A	1		
		Pre-Calculus	B	.5	B	.5	B	1		
		U.S. Government	A	.5	-	0	A	.5		
		Introduction to Programming	-	0	A	.5	A	.5		
								7.0	3.86	
								28	3.70	

Grading Scale: A 90-100; B 80-89; C 70-79; D 60- 69; F below 60; AP Courses: A=5; B=4; C=3

Weight for one-credit courses (120 hours): A = 4.0; B = 3.0; C = 2.0; D = 1.0; F = 0.0

Activities: Treasurer Homeschoolers for Life Club (14-16); Track and Field Team (12-16); Drama Club (12-14); Volunteer Mother Teresa Soup Kitchen (13-15); St. Augustine Youth Group [12-16]

Signed: Veronica Smith

Date: May 31, 2016

Basic Scope and Sequence for the College-Bound High School Student

Below is a very basic scope and sequence for high school giving general subject categories.

For more detailed examples of specific scopes and sequences to reflect different high school tracks and for recommendations of which Homeschool Connections courses will fulfil your credit needs, see our website here: <https://homeschoolconnections.com/resources/scope-sequence/>

GRADE 9

Theology
Ancient Literature
Ancient History
Grammar and Composition
Algebra I
Earth Science or Biology
Latin I or other language

GRADE 10

Theology
Classic Literature
European History
Creative Writing
Geometry
Physical Science or Biology
Latin II or other language

GRADE 11

Theology
Modern / American Literature
American History
Vocabulary and Writing
Chemistry or elective
Algebra II or elective
Economics / Personal Finance

GRADE 12

Advanced Theology
Advanced Literature
World History
Advanced Writing
Physics or Elective
Pre-Calculus or Elective
U.S. Government / Law