Exhibit **PP**

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INSTRUCTION

Home and Hospital Teaching

Pupil eligibility for home and hospital teaching is determined as follows:

- 1. Parents must make formal application (Form 23H-5) to the Department of Special Education.
- 2. A medical doctor or, if the disability is mental or emotional, an appropriate specialist must verify the condition creating the need for the home or hospital instruction by completing the designated section of the application form.
- 3. The period of confinement to the home and/or hospital must be at least six weeks.
- 4. All home and hospital placements are determined by the Department of Special Education.

Specific Procedures of Grade Nine:

- 1. Before home teaching is initiated, the school shall determine subjects to be taken.
- 2. Reports of achievement in subject matter areas taught shall be submitted to the school by the home teacher.
- 3. Tests administered by the school in areas taught or standardized tests may be given to the home taught pupil if deemed necessary. The regular classroom teacher of the subject shall evaluate the test.
- 4. Final determination of grade placement in all cases shall be made by the school.

Specific Procedures for Grades 10 through 12:

1. Before home teaching is initiated, the school shall determine subjects to be taken on the basis of previous credits earned and subjects needed for graduation.

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- 2. If a decision cannot be reached in this matter by the local school, a transcript with details of the problem shall be submitted to the Office of Pupil Personnel for consideration.
- 3. Reports of achievement in subject matter areas taught shall be submitted to the school by the home teacher.
- 4. In order to award credit, tests shall be administered in the areas taught and evaluated by the subject area teacher.
- 5. Final credit allowance in all cases shall be determined by the school.

Legal Reference: Ann. Code of Pub. Gen. Laws of Md. Art. 77-Pub. Ed. §138.

Rule Approved: 11/21/68] Superintendent of Schools