

FCPS student registration policies and procedures are subject to change. This document is intended to provide general information. We encourage you to visit the FCPS website for the most up-to-date student registration information: <https://www.fcps.edu/registration/general-registration-requirements>.

### **Student Registration**

All parents of 8th grade students who reside in Fairfax County, and who intend to send their child to FCPS for 9th grade, should initiate the student registration process between **March and June**. All students are assigned to attend their neighborhood high school, based on their home address. Review the boundary locator to determine your child's neighborhood school: <http://boundary.fcps.edu/boundary/>.

Request a meeting with the school counselor assigned to your child to select courses for 9th grade and determine the type of diploma your child intends to earn. If your child wants to attend a high school outside of your neighborhood, read below for transfer details.

### **Required Registration Documents**

Parents are required to provide an original birth certificate at the time of registration to confirm both the child and the parents' identity. Foreign-born students may use a passport with an affidavit to confirm their birthdate and their identity. Photo identification of parent/guardian registering child is required.

A physical exam is *not* required for high school students as they enter FCPS. Proof of residency and immunization records are required.

Required forms may be downloaded from <https://www.fcps.edu/sites/default/files/media/forms/enroll.pdf>.

Students requiring emergency medication will need to submit additional medical paperwork. More information can be found here: <https://www.fcps.edu/resources/student-safety-and-wellness/school-health-services>.

### **Request Records from Al Fatih Academy**

In preparation for your registration meeting, request your child's official school records from Al Fatih Academy **at least 2 weeks before the meeting**. To do so, email the *Request to Release Confidential Records to Another School* form to [Registrar@alfatih.org](mailto:Registrar@alfatih.org). Records will be sent to the new school and parents will also receive a copy. The form is available here: [https://www.alfatih.org/editoruploads/files/All%20Forms/Records\\_Request\\_for\\_AFA\\_to\\_Send.pdf](https://www.alfatih.org/editoruploads/files/All%20Forms/Records_Request_for_AFA_to_Send.pdf)

### **Student Transfer from Neighborhood School – Due between February 5 and May 1**

Students who wish to initiate a transfer to another FCPS high school may do so for a number of approved reasons (click <https://www.fcps.edu/sites/default/files/FCPS%20Types%20of%20Transfer%20Requests2.pdf> for complete list), between **February 5 and May 1**:

- Academy sequence (to attend special classes in cosmetology, trade school, dance classes, animal science, etc.)
- Foreign Language Sequence
- Advanced Placement Program
- International Baccalaureate Program

Students must first register at their neighborhood (base) school. The second step is to complete the online [Student Transfer Application](#) by **May 1<sup>st</sup>**. An annual processing fee of \$100 is required for each student transfer application. Application fees are non-refundable and cover the costs associated with the student transfer application process. Payment is required at the time the online student transfer application is submitted as transfer requests will not be processed until payment is received.

FCPS will approve these transfer requests based on space availability in the requested program. Approvals will be granted for only one year and students must re-apply for transfers each year in high school. Upon approval into the program, both the parents and the students must sign forms to confirm their intention to participate fully in the transfer school program. Students with poor attendance patterns or discipline problems are less likely to gain an approval for renewal of transfer requests.

For additional information, visit: <https://www.fcps.edu/registration/student-transfers>.

### **Home Language Survey**

All new FCPS students are required to complete a *Home Language Survey*. If the family indicates that a language other than English is spoken at home, or that the child knows a language other than English, the child will be required to take an English language assessment test. This requirement is a federal regulation. In Virginia, the WIDA test is administered to measure content area vocabulary. The results of the WIDA assessment will indicate if the child is eligible for English as a Second Language (ESOL) support at the high school level. Parents have the right to refuse ESOL services at any time.

The form is available here: <https://www.fcps.edu/sites/default/files/media/forms/se82.pdf>.

For additional information on the FCPS ESOL program, visit <https://www.fcps.edu/academics/high-school-academics-9-12/english-speakers-other-languages-esol>. Additionally, families who indicate that a language other than English is spoken at home will be asked to complete the student registration process at the closest Student Registration Welcome Center. Centers are listed here: <https://www.fcps.edu/node/34104>

### **World Languages Credit**

AFA graduates may be eligible to earn up to 3 high school credits for their Arabic language study in the AFA middle school program (Grades 6 - 8). FCPS will recognize the Arabic language courses from the AFA transcript with a final grade of C or higher.

<b>AFA Grade</b>	<b>Arabic Track 1</b>	<b>Arabic Track 2</b>	<b>Arabic Track 3</b>
<b>6</b>	Level 1	Level 2A	Level 2B
<b>7</b>	Level 2A	Level 2B	Level 3
<b>8</b>	Level 2B	Level 3	Level 3 Extended
<b><i>Equivalent HS Credits</i></b>	HS Credit - Year 1 & 2	HS Credit - Year 1,2, 3	HS Credit - Year 1,2,3
		<i>Students who test out of Level 1 before entering 6th grade will be eligible for 1 credit, however a grade will not be assigned.</i>	<i>Students who complete Level 3 in 7<sup>th</sup> grade <b>will not</b> be eligible to receive credit for Level 3 Extended Arabic.</i>

### **Math Credits**

AFA graduates are eligible to earn 1 high school credit for their Algebra 1 coursework at AFA in Grade 7 or Grade 8. FCPS will recognize the Algebra 1 course from the AFA transcript with a final grade of C or higher. **To earn verified credit for Algebra, the student must also pass the Virginia Standards of Learning Test for that subject.** Tests are typically offered throughout the summer and at the end of each school year. Consult with your child's counselor to schedule a test date. For additional information on this and other course requirements visit <https://www.fcps.edu/academics/graduation-requirements-and-course-planning>.

Students enrolled in the AFA Geometry Sequence, are eligible to earn 1 high school credit for Geometry in addition to 1 high school credit for Algebra, provided both courses are completed with a C or above.

For Students Enrolled in the AFA Algebra Sequence Program	
Grade	Math Class
6	Math 6
7	Pre-Algebra
8	Algebra 1 (for HS Credit)

For Students Enrolled in the AFA Geometry Sequence Program	
Grade	Math Class
6	Pre-Algebra
7	Algebra 1 (for HS Credit)
8	Geometry (for HS Credit)

### **Expunging High School Courses Taken in Middle School**

In accordance with VDOE regulations, FCPS Regulation 2408 permits parents of students who take a high school credit bearing course in middle school to request that the grade be omitted from the student's high school transcript and the student not earn high school credit for the course. **Parents must make this request in writing no later than the end of the first nine weeks of the school year following completion of the course.** Parents are strongly advised to discuss this decision with their student's school counselor and the impact of expunging a course on desired high school diploma type and standard and verified credit requirements. The request form may be found here: <https://www.fcps.edu/sites/default/files/media/forms/is104.pdf>.

### **Advanced Academics**

Honors courses in grades 9-12 are open to all students who seek academic rigor. Students who demonstrate high achievement in one or more areas of academic strength may participate in honors courses in any of the four core academic subject areas. Honors classes use a curriculum that extends the program of studies (POS) in depth and complexity. Honors classes, which are available in all high schools, seek to provide opportunities to build on the individual student strengths, develop critical and creative thinking skills, and prepare students for advanced coursework. Students in 9th - 11th grades are encouraged to pursue honors coursework in preparation for AP and IB classes. Additional details may be found here: <https://www.fcps.edu/academics/high-school-academics-9-12/advanced-academics>.

### **Home Instruction – Due August 15**

In accordance with Section 22.1-254.1 of the Code of Virginia, any parent may elect to provide home instruction for his or her school-age child in lieu of school attendance. Parents or guardians should send their notice of intent and supporting documents by email, fax, or mail by **August 15** to: HomeInstruction@FCPS.edu (Fax: 571-423-4317) or Home Instruction/Fairfax County Public Schools/Gatehouse Administration Center/8115 Gatehouse Road, Falls Church, VA 22042. For additional details, please visit <https://www.fcps.edu/registration/home-instruction>.

### **Part-Time Enrollment - Due between April 15 and June 1**

On a non-tuition paying basis, high school-age students whose parents or guardians have complied with the Code of Virginia's requirements to provide home instruction may apply to enroll in up to two core courses (English, Mathematics, Science, Social Studies, Foreign Language) per year, in the high school serving the student's attendance area, on a space available basis. Student transfer applications to another high school will not be considered unless a

course is not offered at the school serving the student's attendance area or unless there is no space available in the course in the school serving the student's attendance area. A completed and signed partial enrollment application and a completed and signed parent or guardian agreement form must be submitted between **April 15 and June 1** for the following academic year.

For additional details, please visit <https://www.fcps.edu/registration/home-instruction>.

**Registration Support**

We look forward to working with the families of our AFA Middle School students to support you in making an effective transition to a FCPS high school. If you would like our assistance in preparing to meet your high school guidance counselor, please contact [Registrar@alfatih.org](mailto:Registrar@alfatih.org).